



REQUEST FOR QUOTATION

Date: 31 October 2023
RFQ No.: 100-23-10-7807

Name of Company: _____
Address: _____
Name of Store/Shop: _____
Address: _____
TIN: _____
PhilGEPS Registration Number: _____

The City Government of Pasig, through the Bids and Awards Committee (BAC), intends to procure **Parade Float Contractor for the 450th Araw ng Pasig Paskotitap 2023: Paskong Pasigueño Parade Float – City Mayor's Office** with an Approved Budget for the Contract (ABC) of **Php 600,000.00**, in accordance with **Section 53.9** of the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184. Please quote your best offer for the item in the table below.

The Project shall be awarded as One Project having several items that shall be awarded as one contract. Quotations received exceeding each total Cost per Item and/or the total Approved Budget for the Contract shall be rejected.

Item No.	Item Description	Brand Name <small>(PLEASE DO NOT LEAVE BLANK)</small>	QTY	UOM	Approved Budget		Price Offer	
					Unit Cost	Total Cost	Unit cost	Total Cost
1	Parade Float Contractor, - Execution/ Arrangement/ Dismantling Parade Float Contractor to handle float design, set up and dismantling of the Pasig City Government Official Floats for the Paskotitap 2023 Please see attached TOR		1	set	600,000.00	600,000.00		
Note: Other terms and conditions are stipulated in the attached Terms of Reference, if any.			Total		600,000.00			
DELIVERY TERM: Please refer to the Terms of Reference.								

**Indicate the BRAND NAME or MANUFACTURER NAME and the specific MODEL to be offered or attach a BROCHURE for the offered item; items including but not limited to clothing, vehicle, equipment, devices, electronics, machines, drugs, medicines, medical supplies must be branded or at the very least, manufacturer shall be indicated.*

7807

TERMS OF REFERENCE
450TH ARAW NG PASIG PASKOTITAP 2023 "PASKONG PINOY, PASKONG PASIGUEÑO"
PARADE FLOAT

Project Description:

The Paskotitap festival is a lights and lantern parade celebrated every year in Pasig City. The grand Christmas float parade features a number of themed floats (from participating Barangays, Companies etc.), marvelously designed and crafted by diverse artists.

Objectives:

1. Execution of Parade Float for the Officials of the City Government of Pasig
2. To transform the designated carriage trucks into a Parade Float for Paskotitap 2023 festivities

EVENT DATE : Dec. 17, 2023
DURATION : 8 hours
VENUE : Bridgetown Rosario, Pasig City

TARGET DATE

- A. Commence of work upon receipt of NTP
- B. Dec 01, 2022, the said float must be presented for the initial inspection by the end user/representative from the organizer.
- C. Dec. 5, 2023 the said float must be in placed for final checking/inspection (RAVE, Maybunga Pasig)

SCOPE OF WORK

TRUCKS:

1. Sizes of five trucks to be designed may vary depending on its availability
 - 1.1 Dimensions:
 - Length : 4,825mm
 - Width: 1,740mm
 - Height: 2,105mm
 - Wheelbase: 2,415mm
 - Ground Clearance: 200mm

DESIGN / Execution:

1. Execution/implementation and dismantling of the design.
2. Actual design may vary from the proposed design (upon approval of end user)
3. The bidder, must refer to the provided peg/visuals guide for the float; however, they may modify the proposed design with their other choice of materials (but still within the budget specified) – must be approved by end user
4. During the design implementation, the bidder/designer must coordinate with the project proponents/end-users

ELECTRICAL / LIGHTING:

1. Designers must use LED lighting products of the float.
2. Lighting Design should conform to standards set by the Electrical Code. Designers in-house master electrician (or Electrical Engineer) should coordinate with City Electrical Engr. for the electrical loading requirements.

Caruncho Avenue, Brgy. San Nicolas, Pasig City, Philippines 1600

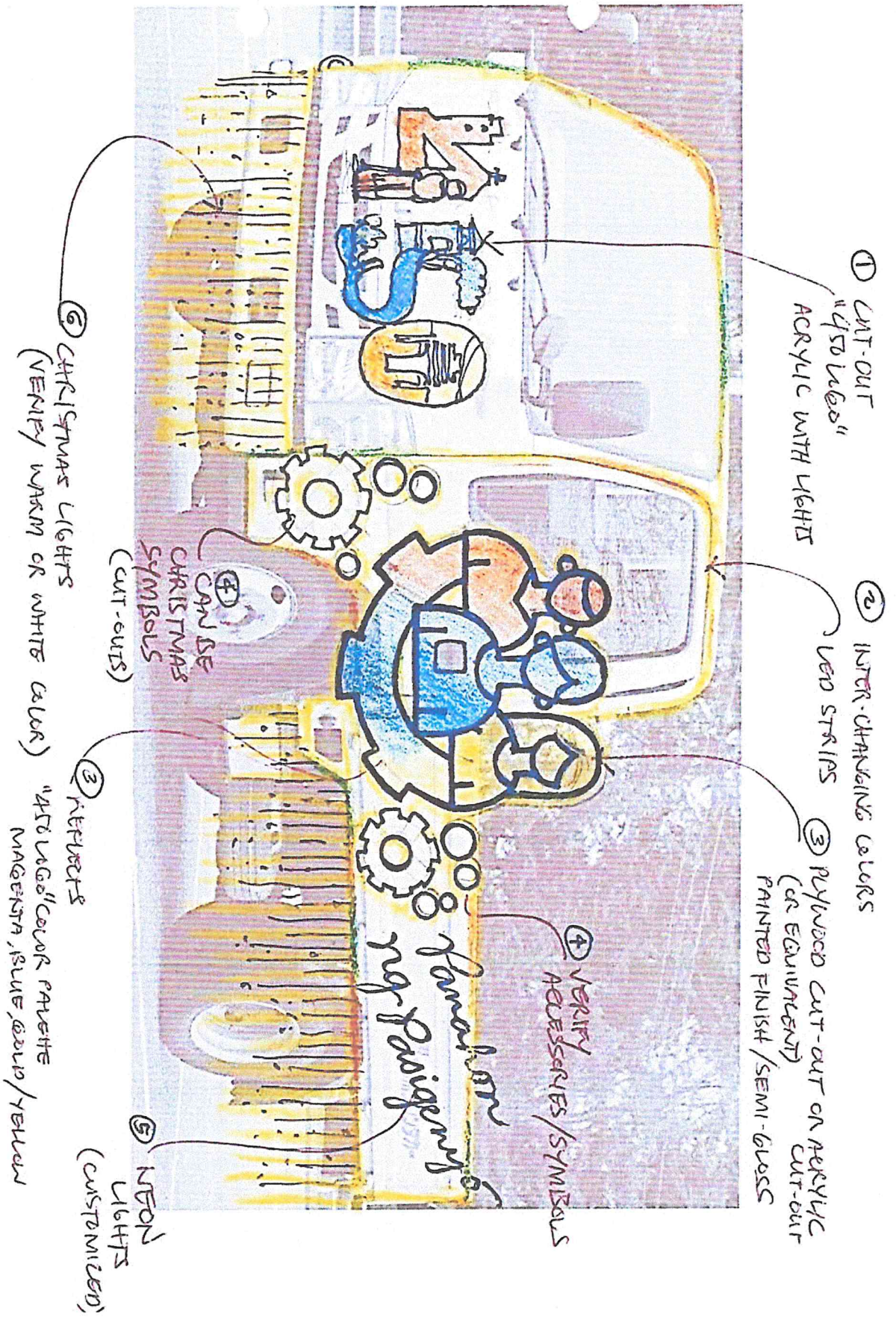
☎ (02) 8643-1111 * (02) 8641-1111 loc 1461 * ✉ bidsandawards@pasigcity.gov.ph *
🌐 pasigcity.gov.ph

Page 2 of 6 | RFQ No. 100-23-10-7807 | RLD

Jalene Chris M. Reyes

Maria Lourdes B. Gonzales
Chairperson, 450th Araw ng Pasig

DESIGN OPTION
FOR PASIGTAP FLUAT



Caruncho Avenue, Brgy. San Nicolas, Pasig City, Philippines 1600

(02) 8643-1111 * (02) 8641-1111 loc 1461 * bidsandawards@pasigcity.gov.ph *

pasigcity.gov.ph

Submit this Quotation (Accomplished and duly signed by the Owner or the respective Authorized Representative indicated in the Secretary's Certificate/Special Power of Attorney) not later than the closing date specified in the Bid Notice Abstract posted in PhilGEPS website along with the following documents:

- **Mayor's/Business Permit** (or a recently expired Mayor's/Business permit together with the official receipt as proof that the prospective bidder has applied for renewal within the period prescribed by the concerned local government unit subject to submission of the Mayor's Permit before the award of contract). The nature of business as stated in the Mayor's/Business Permit should at the very least be similar or related to the project to be bid.
- **PhilGEPS Registration Number**
- **Income Tax Return** - Latest Income or Business Tax Returns filed and paid through the BIR Electronic Filing and Payment System (EFPS).

In accordance with Revenue Regulation No. 3-2005, the above-mentioned tax returns shall refer to the following:

1. Latest Income Tax Return (ITR) - For participants already with an Annual ITR, latest ITR shall refer to the ITR for the preceding Tax Year be it on a calendar or fiscal year. For new establishments which, therefore, have no annual ITR yet, it shall refer to the most recent quarter's ITR.
 2. Latest Business Tax Return - refers to the Value Added Tax (VAT) or Percentage Tax returns covering the previous six (6) months.
- Accomplished and notarized **Omnibus Sworn Statement** ([https://www.gppb.gov.ph/assets/forms/Omnibus%20Sworn%20Statement\(Revised\).docx](https://www.gppb.gov.ph/assets/forms/Omnibus%20Sworn%20Statement(Revised).docx))
 - **Proof of Authorization: Secretary's Certificate** if corporation, or **Special Power of Attorney**, if individual.

ADDITIONAL REQUIREMENTS:

For Procurement of Drugs and Medicines:

Documents from the Food and Drug Administration (FDA):

- a. Certificate of Product Registration;
- b. Certificate of Good Manufacturing Practice;
- c. License to Operate;
- d. Batch Release Certificate (*for vaccines, toxoids and immunoglobulins only*) [*to be submitted upon delivery*]; and
- e. Certificate of Analysis (*for anesthesia and antibiotics*) [*to be submitted upon delivery*].

If the Supplier is not the Manufacturer, a certification from the Manufacturer that the supplier is an authorized distributor/dealer of the products/items.


Please submit the accomplished Quotation and required documents on or before the deadline of submission at the Bids and Awards Committee (BAC) through the **Procurement Management Office (BAC Secretariat Office), 4th Floor, Pasig City Hall, San Nicolas, Pasig City.**


All documents should be submitted in a sealed brown envelope addressed to the "Bids and Awards Committee, 4th Floor, Pasig City Hall", and properly marked with the Project Title as provided herein.

The CITY GOVERNMENT OF PASIG reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6

Caruncho Avenue, Brgy. San Nicolas, Pasig City, Philippines 1600



(02) 8643-1111 * (02) 8641-1111 loc 1461 *  bidsandawards@pasigcity.gov.ph *

 pasigcity.gov.ph

Page 5 of 6 | RFQ No. 100-23-10-7807 | RLD

and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

For any clarification, you may contact us at telephone no. (02) 8641-1111 / (02) 8643-1111 loc. 1461 or email address at bidsandawards@pasigcity.gov.ph



ATTY. PONCE MIGUEL D. LOPEZ
Officer in Charge, Procurement Management Office

I hereby certify that I have read and agree to this Request for Quotation, its Terms of Reference, and Bid Bulletin/s, if any. I further certify that the products to be delivered will conform to the specifications stated in the Item Description.



Conforme:


Signature over Printed Name

Position

Duly authorized to sign quotation/offer for and on behalf of _____
(Please indicate Company Name)

Caruncho Avenue, Brgy. San Nicolas, Pasig City, Philippines 1600

 (02) 8643-1111 * (02) 8641-1111 loc 1461 *  bidsandawards@pasigcity.gov.ph *

 pasigcity.gov.ph

Page 6 of 6 | RFQ No. 100-23-10-7807 | RLD