



REQUEST FOR QUOTATION

Date: 29 November 2023

RFQ No.: 100-23-11-7856

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 **Supply and Delivery of Various Supplies – Department of Social Welfare and Development Office** with an Approved Budget for the Contract (ABC) of **Php 670,685.00**, 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	Anatomically correct doll, Boy & Gir size: 22 inches, 55cm material and structure: full body silicon doll,soft touch and realistic, flexible, the doll can be put into water to have both or shower the doll is totally poseable, head and limbs can be moved around freely eyes: high quality clear acylic eyes,the eyes can not blink hair: hand applied clear acrylic high temperature synthetic wig hair very soft touch		2	pcs	5,000.00	10,000.00		
2	TOYS, assorted toy Cars - 100pcs- material :alloy body and rubber tires function pullback and doors opendable Dolls - 100pcs size 16inches,plastic stuffed toys- -150pcs - polyester L-35cm W-31cm, H-55cm (standing position) H-38CM Sitting position		350	pcs.	200.00	70,000.00		
3	Crayons 8's, assorted, big 8 colors		1000	box	50.00	50,000.00		

4	Story Books, 12 pcs/pack english- tagalog story book/32 pages measurements: 21cm x 27cm		50	packs	395.00	19,750.00		
5	Scrabble Board Game, wooden standard size		30	pcs	450.00	13,500.00		
6	Paint Brush, assorted size: 2inche-2pcs/set & 1.5inche-2pcs/set sharpe: hard tip material: hard quality nylon wood,aluminum oxide tube,wood pole painted		4	set	70.00	280.00		
7	building blocks educational materials, wooden 100pcs/set material: wood size: 21cmx 21cm		30	sets	360.00	10,800.00		
8	building blocks, 1000 pcs/pack size: 30x25x8 material: plastic		10	packs	435.00	4,350.00		
9	Chess Board Game, wooden standard size		5	pcs	600.00	3,000.00		
10	Clay, model ling clay 5 colors assorted bar,non toxic		1000	boxes	40.00	40,000.00		
11	flash cards set counting, color flash cards- 10boxes secondary color number flash card- 10boxes 1-100numbers aplhabet flash cards 28 letters specification material: glossy paper carton size: 142 mm x 88mm weight: 175g per pack		30	sets	120.00	3,600.00		
12	Crayons 24', 24 color, non-toxic regular size, assorted colors		15	pcs	95.00	1,425.00		
13	Drawing Books, at least 10 leaves,size 8.2 x 11inches		1000	pcs	50.00	50,000.00		
14	charcoal pencil,, 9x9 graphite made from comprese charcoal smudge and blend w/fingers		200	piece/s	50.00	10,000.00		
15	Face painting paint, non-toxic ,assorted color 10pcs/set water activited face paint/past drying 175ml		5	sets	750.00	3,750.00		
16	Poster Paints, sets of 12 assorted colors 12ml, washables		10	sets	150.00	1,500.00		
17	Oil Pastel 36s, assorted color, graphite drawing pencil		200	boxs	190.00	38,000.00		
18	Table Tennis Table, wooden standard size		2	units	9,350.00	18,700.00		
19	Puzzle Mats, 60inche x 60inches, 4pcx per pack		40	packs	380.00	15,200.00		
20	Paint brush, packs of 10 hard tip paint brush, assorted size		70	packs	300.00	21,000.00		
21	Table Tennis Ball,, 6pcs/pack diameter of 1.57inches (40mm) and circumference of 4.44inche		5	packs	200.00	1,000.00		
22	Playing Cards, size small water proof platic		15	pcs	70.00	1,050.00		

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23	Rubber Balls, medium size,100pcs/pack multicolored soft pit balls,plastic play balls		10	packs	280.00	2,800.00		
24	Jumping Rope, material: nylon, size: 4'10" and 5'3" 8 foot rope		10	pcs	25.00	250.00		
25	snakes and ladders board, board game set		45	sets	600.00	27,000.00		
26	basket plastic, large: approx 16cm x 16cm x 12.5cm , material: plastic		5	pcs	1,100.00	5,500.00		
27	WATERCOLOR, 12 color brushes included		3	set	35.00	105.00		
28	Word Factory, game		15	pcs	475.00	7,125.00		
29	hygine kit, alcohol 70% ethyl 60ml- 23.75 powder 50g- 27.00 bath soap 60g- 18.75 tooth paste 25g- 32.75 mouth wash 60ml- 65.00 tooth brush 43.00 deodorant roll 45ml- 89.75		100	packs	300.00	30,000.00		
30	First Aid Kit Pouch ,, with zipper and print pasig logo size: h-6" w-7" color: blue 5 pcs bantam strip,1pc mentol strip,1pc tourniquet,3pcs sterile quazes 4x4,sterile,eye pad,triangular bandes,elastic bandage 4x5 yads,1 bottle alcoho(120ml),15cc amonia, burn oitment(15grams),cotton 12grams,digital thermometer,bandage scissor(small),thump forcep,operating scissor		51	kits	400.00	20,400.00		
31	kiddie table, measurement w51-5x D51.5 x 11.40cm polypropylene plastic injection 30		2	pcs	7,000.00	14,000.00		
32	Monoblock Kiddie chair, stable and durable constructed w/a curved backrest 9.3"		12	pcs	550.00	6,600.00		
33	Advocacy Polo Shirt, w, print, royal blue, cotton,free size		10	pcs	400.00	4,000.00		
34	Tumbler, 40oz wide with cap lid vacuum,insulated,drinking water		60	pcs	500.00	30,000.00		
35	Notebook, A5 leather w/pen 416 pages paper business notebook journal		60	pcs	200.00	12,000.00		
36	advocacy t-shirt w/print, round neck cotton,wid logo pasig color: blue 140pcs pink 170pcs		370	pcs	300.00	111,000.00		
37	Advocacy sunvisor cap with print, color: blue, size: standard		130	pcs	100.00	13,000.00		
Note: Other terms and conditions are stipulated in the attached Terms of Reference, if any.			Total		670,685.00			
DELIVERY TERM: Within Thirty (30) calendar days upon the receipt of Notice to Proceed but not to exceed 31 December 2023.								


**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.*

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

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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** (Form can be downloaded thru <https://www.gppb.gov.ph/downloadable-forms/#tab-61412>)
 - **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

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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

SGD

ATTY. PONCE MIGUEL D. LOPEZ *k*

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)

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