



REQUEST FOR QUOTATION

Date: 22 February 2024
RFQ No.: 100-24-01-054

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 **Food Provision and Supply and Delivery of Dri-Fit Shorts for Traffic Information and Education Activities – Traffic and Parking Management Office** with an Approved Budget for the Contract (ABC) of **Php 805,140.00**, 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 grouped into several lots, which shall be awarded as separate contracts per lot. 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
	LOT 1							
1	Traffic Information and Education Activities to be conducted every Sunday Participated by TPMO, TIE (Traffic Information and Education) Activities to be conducted every Sunday participated by TPMO Personnel and Officers Special breakfast with coffee (162 packs per given schedules of batches) Total -Month of April 7, 14, 21 and 28, 2024 -648 packs -Month of May 5,12,19 and 26, 2024 -648 packs -Month of June 2,9,23 and 30, 2024 - 648 packs -Month of July 14,21 and 28, 2024 - 486 packs -Month of August 4,11,18, and 25, 2024		5670	packs	110.00	623,700.00		


	-648 packs -Month of September 1,8,22, and 29, 2024 -648 packs -Month of October 6,13,20 and 27, 2024 -648 packs -Month of November 3,10,17 and 24, 2024 -648 packs -Month of December 1,15,22 and 29, 2024 -648 packs						
			SubTotal:		623,700.00		
	LOT 2						
2	Procurement of TIE (Traffic Information and Education), Dri-fit Shorts (for men and women) - Pattern: Plain with TPMO logo - Material: Dri-fit - Color: Dark blue Size Qty. - Sizing Small 30" 130 - Sizing Medium 32"-34" 194 - Sizing Large 34"-36" 194 - Sizing XL 38-40 130 Note: Please see attached of Terms of Reference & Sample Photo of Short		648	pcs	280.00	181,440.00	
			SubTotal:		181,440.00		
Note: Other terms and conditions are stipulated in the attached Terms of Reference, if any.			Total		805,140.00		
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.*

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



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

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TERMS OF REFERENCE

I - Technical Specification:

II - Activity Title: Traffic Information and Education (TIE)

III – Target Days of Completion: Shorts & Whole Year for Food Packs every Sunday morning

IV – Subject: For the use of traffic and Parking Management

V – Venue: Quadrangle Front in Pasig City Hall

Short Specs & Target Days of Completion: 30 Days

No.	General Description	Sizes	Qty.
1	Dri-fit Shorts (for men and women) -Pattern: Plain with TPMO logo -Material: Dri-fit -Color: Dark Blue Please see attached TOR	Sizing Small	130
		Sizing Medium	194
		Sizing Large	194
		Sizing XL	130
		Total:	648

Terms of payment: Upon Delivery

Specs & Size of Logo:

-Dri-fit Shorts (for men and women)
Pattern: Plain with TPMO logo
Material: Dri-fit
Color: Dark Blue

-Size
Sizing Small 30"
Sizing Medium 32"-34"
Sizing Large 34"-36"
Sizing XL 38"-40"

NOTE: PLEASE SEE SAMPLE PHOTOS OF SHORT

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Foods Packs Every Sunday Morning @ Quadrangle Front in Pasig City Hall

Activity 6:00Am to 8:00Am

Months	Date	Quantity / Size	Remarks
April	April 7, 2024	648 packs	-Breakfast Choices *ChickSilog *Tosilog * Porksilog *HotSilog - Bottled Water 330ml Time of Delivery 7:00am Venue: Quadrangle Front in Pasig City Hall
	April 14, 2024	648 packs	
	April 21, 2024	648 packs	
	April 28, 2024	648 packs	
May	May 5, 2024	648 packs	
	May 12, 2024	648 packs	
	May 19, 2024	648 packs	
	May 26, 2024	648 packs	
June	June 2, 2024	648 packs	
	June 9, 2024	648 packs	
	June 23, 2023	648 packs	
	June 30, 2024	648 packs	
July	July 14, 2024	486 packs	
	July 21, 2024	486 packs	
	July 28, 2024	486 packs	
August	August 4, 2024	648 packs	
	August 11, 2024	648 packs	
	August 18, 2024	648 packs	
	August 25, 2024	648 packs	
September	September 1, 2024	648 packs	
	September 8, 2024	648 packs	
	September 22, 2024	648 packs	
	September 29, 2024	648 packs	
October	October 6, 2024	648 packs	
	October 13, 2024	648 packs	
	October 20, 2024	648 packs	
	October 27, 2024	648 packs	
November	November 3, 2024	648 packs	
	November 10, 2024	648 packs	
	November 17, 2024	648 packs	
	November 24, 2024	648 packs	
December	December 1, 2024	648 packs	
	December 15, 2024	648 packs	
	December 22, 2024	648 packs	
	December 29, 2024	648 packs	

Payment Terms: Monthly

Note: Coordination with End-User for Schedule Above


Prepared by:


T/O Joshua Meñez
 Logistic Officer, TPMO

Khal Casas

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<p>Dri-fit Shorts (for men and women) -Pattern: Plain with TPMO and PASIG Logo -Material: Dri-fit -Color: Dark Blue Size: Sizing Small 30" Sizing Medium 32"-34" Sizing Large 34"-36" Sizing XL 38"-40"</p>	 <ul style="list-style-type: none"> ◆ Dri-fit Shorts (Unisex) Color: Dark Blue ◆ Pattern: Plain ◆ Size Stripe 5mm ◆ Pasig Logo length 7cm width 8cm ◆ TPMO Logo length 7cm width 4cm ◆ Standard
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Fidel Corrao

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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** (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. BEA THERESE P. VILLANUEVA

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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