



Request for Quotation (RFQ)

Procurement Title: **PROCUREMENT OF VARIOUS OFFICE AND OTHER SUPPLIES FOR MANAGEMENT INFORMATION SYSTEM OFFICE**

PR No. : **2024-04098-053**

Solicitation No. : **197-2N-24**

PR Date : **14 June, 2024**

Philgeps Reference No. : **10967050**

Approved Budget for the Contract: **₱215,425.60**

Please quote your lowest price on the item/s listed described below or in the attached Purchase Request (PR) subject to the General Terms and Conditions Stated herein, submit filled out quotation duly signed by you or your duly authorized representative not later than June 24, 2024, 1:00 PM at the Bids and Awards Committee Office, 2nd Floor, City Hall Complex, A.B. Fernandez Ave., Dagupan City 2400 Pangasinan.

ATTY. AURORA E. VALLE

BAC Chairman

GENERAL TERMS AND CONDITIONS:

- Warranty shall be for a minimum period of three (3) months for expendable components, one (1) year for non-expendable components, from date of acceptance by the City Government of Dagupan.
- Price validity shall be for a period of thirty (30) calendar days counted from date of quotation.
- Price quotation shall be inclusive of all costs and applicable taxes.
- Delivery period upon receipt of Purchase Order (P.O.)
- Amount of bid docs to be paid ₱500.00.
- PhilGEPS REGISTRATION/ CERTIFICATE, MAYOR'S/ BUSINESS PERMIT, TAX REGISTRATION, SEC or DTI. Shall be attached upon submission of quotation.
- Latest income/business tax return shall be attached upon submission of quotation if ABC is above Php 500,000.00
- A notarized omnibus sworn statement (GPPB-prescribed format) shall be attached upon submission of quotation if ABC is above Php50,000.00
- Bidders shall submit original brochures showing certifications of the product being offered. (if applicable)
- ANY ALTERATIONS AND/OR ERASURES SHALL BE COUNTER-SIGNED BY THE BIDDER OR HIS/HER DULY AUTHORIZED REPRESENTATIVE. BIDS WITH ALTERATIONS AND/OR ERASURES THAT ARE NOT COUNTER-SIGNED SHALL BE REJECTED.**

COMPANY NAME : _____

ADDRESS : _____

PHILGEPS REGISTRATION No. : _____

Valid Until: _____

QTY	UNIT	ITEM DESCRIPTION	UNIT COST	APPROVED BUDGET FOR THE CONTRACT	QUOTATION/ OFFER AMOUNT	
					UNIT PRICE	TOTAL AMOUNT
36	reams	Bond Paper, A4, Subs. 20, 500sheets/ream				
15	reams	Bond Paper, Legal, Subs. 20, 500sheets/ream				
15	reams	Bond Paper, Letter, Subs. 20, 500sheets/ream				
6	pcs	Adapter Plug				
1	pc	Bathroom Mirror				
6	pcs	Battery, 9V rechargeable				
1	pc	Blood Pressure apparatus, heavy duty				
1	pc	Cable, Standard Actuated 150ft				
2	pcs	Cable Reel, with bearing and wheels				
2	pcs	Cable Adaptor, Type-C to HDMI + VGA + USB 3.0 + USB-C + 3.5mm				
30	pcs	Certificate Holder, A4				
24	bottles	Cleaning Solution, for Inkjet Printer				
2	boxes	Coffee Maker Filter				
10	packs	Coffee Stirrer, 100s				
2	sets	Crimping Tools, with cutter and tester				
1	set	Cups and Saucers, pair, per dozen				
3	pcs	Dipper				
2	packs	Disposable Gloves, 50s/box				
1	set	Drill Bit, 103pcs Mixed Accessory Set and Titanium				
5	cans	Epoxy, All Purpose, 35g				
1	pc	Ethernet Adapter, for Gen2 Router				
1	pc	Engraver Pen, Metal Plastic Wood, with free extra one ball tip				
2	pcs	Faucet, for sink				
4	pcs	Flashlight, Rechargeable				
6	pcs	HDMI Cable, 20 meters				
4	pcs	HDMI Splitter, 1 in 4 out				
1	pack	Fiber Optic Quick Connector for FTTH SC-APC with Tool (200pcs)				
1	pc	Fiber Optic Tool Kit, 1 x Optical Fiber Red Light Test Pen, 1 x CFS-2 Duplex Optical Fiber Coating Layer Stripping Pliers, 1 x Miller Clamp, 1 x High Precision Optical Power Meter, 1 x Fiber Cut Device (with some screwdriver tools), 1 x 160ml bottle, 1 x Black Carrying Bag 1 pc., 1 x Fixed Length Rail				

QTY	UNIT	ITEM DESCRIPTION	UNIT COST	APPROVED BUDGET FOR THE CONTRACT	QUOTATION/ OFFER AMOUNT	
					UNIT PRICE	TOTAL AMOUNT
5	packs	Fiber Optic S type Fixing Clamp, 5 pcs				
10	pcs	Fiber Optical SFP, 1 pair 20KM 1.25G SFP Module Switch Ethernet Fiber Optic Transceiver				
3	pcs	Fiber Optic Cable, Indoor, Single Core 1000m				
5	pcs	Fiber Optic Cable, Outdoor, Single Core, Steel Wire, 1000m				
2	pcs	LAN Cable Tester, RJ11 RJ45 USB BNC LAN Network Phone Cable Tester Meter Device				
1	pc	Laser Range Finder, Handheld 100m				
2	pcs	Monitor Mount Bracket, Adjustable Monitor Arm Mount with C clamp, Double Arms				
8	pcs	Monitor Mount Bracket, Adjustable Monitor Arm Mount with C clamp, Single Arms				
20	pcs	Mouse Trap, Glue traps				
2	pcs	Network Adapter USB 3.0 to Ethernet RJ45, 1000mbps				
46	pcs	Nylon Cable Tie 100s/pack (3x120mm)				
3	pcs	Nylon Cable Straps, with Screw hole 100s/pack (4x200mm)				
6	pcs	Paint Brush, 2"				
10	packs	PoE Injector, U-POE-AF 802.3AF, 48v				
10	pcs	Pot Holder				
2	pcs	Projector Screen with Stand, Screen Ratio: 16:10				
300	pcs	PVC Clamp 3/4" with nail				
4	pcs	Raincoat, Butterfly				
5	bottles	Rugby, small				
2	packs	Soldering Paste, 10cc with needle (5pcs)				
3	pcs	Sunshade Net Outdoor, (2mX4m), 6cm Hook (2pcs), 6MM white rope 10m				
6	rolls	Teflon Tape 3/4				
1	pc	Twine, plastic				
4	pcs	Umbrella, 3 folds				
1	pc	Wall Mount, Long starlink				
2	pcs	Wi-Fi Dongle				
5	bottles	WD40 412ml				
₱215,425.60						

After having carefully read and accepted your General Terms and Conditions, I/ WE quote you on the item at prices noted above.

Signature over printed name _____

(Owner/ Authorized Representative) _____

Telephone/ Mobile No. : _____

Email Address : _____

Date : _____

NOTE: ADDITIONAL INSTRUCTION

1. Please submit quotation and required documents in a SEALED envelope.
2. RFQ/s may be submitted personally at the BAC Office, 2nd Floor, City Hall Complex, A.B. Fernandez Avenue, Dagupan City during office hours 8:00 A.M. to 5:00 P.M. Bidder shall present its proof of payment for the Bid Docs Fees. Payment shall be paid at the One Stop Shop Business Center (OSBC).
3. RFQ's may be submitted through mail/courier services and shall be addressed to the BAC Chairman with Office Address: BAC Office, 2nd Floor, City Hall Complex, A.B. Fernandez Avenue, Dagupan City. Bidder shall attach a Postal Money Order and/ or Managers Check for the Bid Docs Fees with a Payee: CITY TREASURE'S OFFICE DAGUPAN CITY. Bidders shall also attach a self-addressed stamped envelope for the RFQ's received by the BAC after the deadline will be return through that aforementioned self-addressed stamp envelope.
4. **RFQ's THAT ARE DELIVERD BY MAIL/ COURIER SERVICE AFTER THE DEADLINE SHALL NOT BE OPENED AND SHALL BE IMMEDIATELY RETURNED. THE BAC SHALL NOT BE RESPONSIBLE FOR ANY DELAY IN THE DELIVERY OF RFQ's VIA MAIL/ COURIER SERVICES.**