



REQUEST FOR QUOTATION

PR No. : _____

IO No. : 0620-0009

DATE : _____

Name of Company: _____

Address: _____

Business Permit No: _____

TIN No.: _____

Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided at the dorsal portion of this Request for Quotation. Submit your quotation duly signed by you or your duly authorized representative not later than _____, 2020.

 Procurement Assistant A

After having carefully read and accepted the Terms and Conditions below, I/we submit our quotation/s for the item/s as follows:

ITEM #	ITEM DESCRIPTION	Approved Budget of the contract	OFFER				Compliance with technical specifications		REMARKS
			PRICE	QTY.	UNIT	UNIT PRICE	TOTAL	YES	
	PhP: 76,000.00								
	1 LOT LABOR AND MATERIALS FOR ILIAN SPRING SOURCE REHABILITATION PROGRAM						<input type="checkbox"/>	<input type="checkbox"/>	
	SPECIFICATIONS (SEE ATTACHED TOR): 1. TIGER GRASS - INCLUSIVE OF SEEDLINGS, HAULING & PLANTING OF 4,000 HILLS TIGER GRASS SEEDLINGS - MUST BE AT LEAST 8 CULMS - TO BE PLANTED AT LEAST SIX (6) INCHES DEEP 2. BAMBOO - INCLUSIVE OF HAULING & PLANTING OF 200 HILLS BAMBOO SEEDLINGS - TO BE PLANTED AT LEAST 12 INCHES / 1 FOOT DEEP								

GRAND TOTAL: _____

Signature Over Printed Name: _____

Contact Number (Landline/Cellphone)/Email Address _____

TERMS AND CONDITIONS:

- The mode of payment is within six (6) months.
- Bidders shall provide correct and accurate information required in this form.
- Bidders may quote for any at all times except for one (1) lot requisition.
- Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
- Price quotation/s, to be dominated in Philippine peso shall include all taxes, duties and/or levies payable.
- Quotations exceeding the Approved Budget for the Contract shall be rejected.
- Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (consulting services) which complies with the minimum technical specifications and other terms.
- Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
- The item/s shall be delivered within _____ () days from receipt of Purchase Order/Job Order Contract, Notice of Award (NOA) and Notice to Proceed (NTP). The awardee shall notify two (2) days before its delivery of goods and services.
- The MKWD shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
- Liquidated damages equivalent to one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The MKWD shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.



Republic of the Philippines
METRO KIDAPAWAN WATER DISTRICT
 Lanao, Kidapawan City
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 E-mail Address: metrokidapawan_wd@yahoo.com
 Website: www.metrokidapawanwd.gov.ph
"Committed to Service, Development and Self-Reliance"



TERMS OF REFERENCE

PURPOSE	For Ilian Spring Source Rehabilitation Program		
PARTICULARS	<input type="checkbox"/> PR <input checked="" type="checkbox"/> JO No.:	<u>0020-0009</u>	Date: <u>June 04, 2020</u>

ITEMS, SPECIFICATIONS, AND DESCRIPTIONS	
ITEM 1 4,000 hills Tiger Grass SPECIFICATIONS: 1 seedlings must be at least 2-3 feet in height 2 seedlings must be at least 8 culms 3 must be planted at least 6 inches deep 4 including seedlings, hauling and planting	ITEM 2 200 hills Bamboo 1 must be planted at least 1 foot deep 2 including hauling and planting 3 4
ITEM 3 1 2 3	ITEM 4 1 2 3
ITEM 5 1 2 3	ITEM 6 1 2 3

Note: For more than 6 items attach separate TOR Form. For More specifications attach necessary supporting document/s.

SOURCE OF FUND	APP/PPMP Item No.:	
	Account No.:	861

MODES AND TERMS OF PAYMENT	Within 30 days (per actual accomplishment)
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REQUIRED SERVICES	
<input type="checkbox"/> Free Delivery <input type="checkbox"/> Free Product Demonstration <input type="checkbox"/> Free Installation	Others specify: N/A

REQUIRED CERTIFICATIONS/ PERMITS	N/A
QUALIFICATIONS	N/A
AREA OF DELIVERY	N/A
DATE OF DELIVERY	N/A
TIME OF DELIVERY	N/A
WARRANTY PERIOD	N/A
RETENTION	Amount: N/A Duration: N/A
TAX INCLUSIVE	Yes

OTHER CONDITIONS AND CONSTRAINTS
N/A

Prepared by: FOR. NOLI S. BAQUID Watershed Management Specialist	Reviewed by: ROSAURO O. DAGA, MBA Department Manager A, MD
Noted by: WILESPER LISANDRO M. ALQUEZA, CE/RMP/MBA Material Standards Committee Chairman	Approved/Disapproved by: STELLA M. GONZALES, MPS General Manager