



**REQUEST FOR QUOTATION**

PR No. : 0122-015

DATE : \_\_\_\_\_

JO No. : \_\_\_\_\_

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 \_\_\_\_\_, 2022.

JOANA A. SALMORIN/ JINKY P. MORENO  
 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						REMARKS	
			PRICE			Compliance with technical specifications				
			QTY.	UNIT	UNIT PRICE	TOTAL	YES	NO		
	PhP: <u>0.00</u>									
1	BULB, BULB LIGHT 10 watts (LED)		105.00	pc				<input type="checkbox"/>	<input type="checkbox"/>	
2	FLOURESCENT, FLOURESCENT TUBE 9 WATTS ((LED))		36.00	pc				<input type="checkbox"/>	<input type="checkbox"/>	
3	FLOURESCENT, FLOURESCENT TUBE 18 WATTS ((LED))		36.00	pc				<input type="checkbox"/>	<input type="checkbox"/>	
4	CIRCUIT, BREAKER 30 AMPS ((WITH ENCLOSURE INDUSTRIAL))		9.00	set				<input type="checkbox"/>	<input type="checkbox"/>	
5	CIRCUIT, BREAKER 30 AMPS ((WITH ENCLOSURE BOLT-ON))		12.00	set				<input type="checkbox"/>	<input type="checkbox"/>	
6	CIRCUIT, circuit breaker 15 amps ((PLUG-IN))		24.00	pcs				<input type="checkbox"/>	<input type="checkbox"/>	
7	CIRCUIT, Circuit Breaker 20 amps ((PLUG-IN))		12.00	set				<input type="checkbox"/>	<input type="checkbox"/>	
8	wire, wire square THHN 2.22MM		2.00	box				<input type="checkbox"/>	<input type="checkbox"/>	
9	wire, STRANDED 3.5MM THHN		3.00	box				<input type="checkbox"/>	<input type="checkbox"/>	
10	wire, STRANDED 8.0MM THHN		2.00	box				<input type="checkbox"/>	<input type="checkbox"/>	
11	wire, WIRE PDX #12		46.00	meter				<input type="checkbox"/>	<input type="checkbox"/>	

**Please submit the following requirements:**

- Mayor's Permit
- Professional License/Curriculum (Consulting Services)
- Philgeps Registration Number
- PCAB License (Infra)
- Income Business Tax Return
- Omnibus Sworn Statements

**OTHER TERMS AND CONDITIONS:**

- The mode of payment is within  Six (6) months  Three (3)months  Two (2)months  One (1)month.
- 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 have:
  - validity - Thirty (30) Calendar days
  - inclusion of tax
  - Quotations exceeding the Approved Budget for the Contract shall be rejected.
  - Award of contract shall be made to the lowest quotation ( for goods and services )
  - Erasures or overwriting is not allowed unless signed by duly authorized representative/s.
- The item/s shall be delivered within \_\_\_\_ ( ) days / months from receipt of Notice to Proceed (NTP) with Purchase Order & Notice of Award (NOA) and Job Order Contract & Notice of Award (NOA).
- 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  
 Tel nos. (064)577-1533, 577-1865, Fax # (064) 572-5555  
 E-mail Address: [metrokidapawan\\_wd@yahoo.com](mailto:metrokidapawan_wd@yahoo.com)  
 Website: [www.metrokidapawanwd.gov.ph](http://www.metrokidapawanwd.gov.ph)  
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	PhP: _____	0.00							
12	wire, wire extension		11.00	set				<input type="checkbox"/>	<input type="checkbox"/>
13	SWITCH, SWITCH 2 GANG		40.00	set				<input type="checkbox"/>	<input type="checkbox"/>
14	CONVENIENCE, CONVENIENCE OUTLET 2-GANG		28.00	pc				<input type="checkbox"/>	<input type="checkbox"/>
15	CONVENIENCE, CONVENIENCE OUTLET - 3 GANGS		28.00	pc				<input type="checkbox"/>	<input type="checkbox"/>
16	TAPE, ELECTRICAL TAPE		60.00	pc				<input type="checkbox"/>	<input type="checkbox"/>
17	TAPE, RUBBER TAPE (INSULATOR)		19.00	pc				<input type="checkbox"/>	<input type="checkbox"/>
18	STARTER, STARTER HOLDER ( )		48.00	pc				<input type="checkbox"/>	<input type="checkbox"/>
19	STARTER, 40 to 80 watts flourescent		40.00	pc				<input type="checkbox"/>	<input type="checkbox"/>
20	CLAMP, ELECTRICAL PVC CLAMP 3/4		48.00	pc				<input type="checkbox"/>	<input type="checkbox"/>
21	BULB, BULB 7W (LED)		90.00	pc				<input type="checkbox"/>	<input type="checkbox"/>
22	UTILITIES, FIRE ALARM ((WITH CONTROL POINT 10" DIA))		12.00	set				<input type="checkbox"/>	<input type="checkbox"/>
23	Switch, SWITCH BOX		24.00	set				<input type="checkbox"/>	<input type="checkbox"/>
24	RECEPTACLE-, RECEPTACLE- LIGHT		60.00	pc				<input type="checkbox"/>	<input type="checkbox"/>

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	PhP: _____	0.00						

GRAND TOTAL: \_\_\_\_\_

Signature Over Printed Name: \_\_\_\_\_

Contact Number (Landline/Cellphone)/Email Address \_\_\_\_\_

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### TERMS OF REFERENCE

<b>PURPOSE</b>	Electrical Supplies for MKWD offices use intended for CY 2022 consumption		
<b>PARTICULARS</b>	<input checked="" type="checkbox"/> PR <input type="checkbox"/> JO No.:	0122 - 015	Date: 18-Jan-22

ITEMS, SPECIFICATIONS, AND DESCRIPTIONS	
<b>ITEM 1</b> Electrictal Materials/Supplies <b>SPECIFICATIONS:</b> 1 good quality 2 Bulb & Fluorescent: LED Type 3 see attached list of items 4	<b>ITEM 2</b> <b>SPECIFICATIONS:</b> 1 2 3 4
<b>ITEM 3</b> <b>SPECIFICATIONS:</b> 1 2 3 4	<b>ITEM 4</b> <b>SPECIFICATIONS:</b> 1 2 3 4
<b>ITEM 5</b> <b>SPECIFICATIONS:</b> 1 2 3	<b>ITEM 6</b> <b>SPECIFICATIONS:</b> 1 2 3

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

<b>SOURCE OF FUND</b>	APP/PPMP Item No.:	805
	Account No.:	805

<b>MODES AND TERMS OF PAYMENT</b>	Payable within 60 days from delivery
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REQUIRED SERVICES	
<input checked="" type="checkbox"/> Free Delivery <input type="checkbox"/> Free Product Demonstration <input type="checkbox"/> Free Installation	Others specify:

<b>REQUIRED CERTIFICATIONS/ PERMITS</b>	Updated Business Permit
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<b>QUALIFICATIONS</b>	N/A
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<b>AREA OF DELIVERY</b>	MKWD MAIN OFFICE
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<b>DATE OF DELIVERY</b>	MONDAY - FRIDAY
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<b>TIME OF DELIVERY</b>	8:00 AM - 3:00PM
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<b>WARRANTY PERIOD</b>	N/A
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<b>RETENTION</b>	Amount:	N/A
	Duration:	N/A

<b>TAX INCLUSIVE</b>	Yes if applicable
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OTHER CONDITIONS AND CONSTRAINTS
RETURN ITEM IN CASE OF NON COMPLIANCE

<b>Prepared by:</b>	<b>Reviewed by:</b>
 <b>GUILLERMO B. BACLAYON</b> <small>Requisitioner</small>	 <b>MYRNA J. VICTORIA, MBA</b> <small>Department Manager A</small>
<b>Noted by:</b>	<b>Approved/Disapproved by:</b>
 <b>WILESPER LISANDRO M. ALQUEZA, CE/RMP/MBA</b> <small>Material Standards Committee Chairman</small>	 <b>STELLA M. GONZALES, MPS</b> <small>General Manager</small>

# OMNIBUS SWORN STATEMENT

For Emergency Procurement under Republic Act No. 11469  
Otherwise known as the "Bayanihan to Heal as One Act"

REPUBLIC OF THE PHILIPPINES  
CITY/ MUNICIPALITY OF \_\_\_\_ S.S

## AFFIDAVIT

I, \_\_\_\_\_, of legal age, \_\_\_\_\_, \_\_\_\_\_, and residing at \_\_\_\_\_, after having been duly sworn in accordance with law, do hereby depose and state that:

1. I am the sole proprietor of \_\_\_\_\_ of \_\_\_\_\_ with office address at \_\_\_\_\_;

2. As the owner and sole proprietor of \_\_\_\_\_ of \_\_\_\_\_, I have full power and authority to do, execute and perform any and all acts necessary to represent it in the bidding \_\_\_\_\_ of the \_\_\_\_\_;

3. \_\_\_\_\_ is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board;

4. \_\_\_\_\_ commits to submit all the mandatory documentary requirements in items 4.1 of the guidelines for the Procurement Activities under RA No. 11469 or the Bayanihan to Heal as One Act at anytime before award of contract or after award but prior to payment of contract but before payments;

5. \_\_\_\_\_ confirms that the posting of a performance security has been dispensed with due to the urgent need for the procurement covered by Republic Act (RA) No. 11469 or the *Bayanihan* to Heal as One Act. In lieu thereof, \_\_\_\_\_ hereby to commits to perform and deliver all of the obligations and undertakings, including the warranty provisions under the contract covering the procurement at hand. \_\_\_\_\_ further agrees and accepts that failure to perform or deliver any of such obligations and undertakings shall result in Blacklisting of MKWD for two (2) years in all government procurement activities following the procedure under the Guidelines for the Procurement Activities under RA NO. 11469 or the *Bayanihan* to Heal as One Act. Moreover, in case advance payment was made or given, failure to perform or deliver any of said obligations and undertakings shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse to confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act. No. 3815 s. 1930, as amended, or the Revised Penal Code;

6. \_\_\_\_\_ warrants for the period stipulated in the contract covering the procurement at hand that the Goods or Infrastructure projects to be delivered shall be free from defects and conform with standards and technical specifications of the said contract;

7. Each of the documents submitted in the satisfaction of the bidding requirements is an authentic copy of the original, complete and statements and information provided therein are true and correct; \_\_\_\_\_ is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

9. I am not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the Head of the Project Management Officer or the end user unit; and the project consultants by consanguinity or affinity up to the third civil degree;

10. \_\_\_\_\_ complies with existing Labor laws and standards;

11. \_\_\_\_\_ is aware of and has undertaken the following responsibilities as a Bidder.

a. Carefully examine all of the Procurement/Bidding documents;

b. Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;

c. Made and estimate of the facilities available and needed for the contract to bid, if any; and

d. Inquire or secure supplemental/Bid Bulletin(s) issued for ( \_\_\_\_\_ ); and

12. \_\_\_\_\_ is not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ at \_\_\_\_\_, Philippines.

\_\_\_\_\_  
**Bidder's Representative/ Authorized Signatory**  
**[JURAT]**