



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 7619920
Procuring Entity OFFICE OF THE PRESIDENT
Title RFQ / 21-03-0264 / PROCUREMENT OF BINDING MACHINE AND VACUUM CLEANER
Area of Delivery Metro Manila

Solicitation Number:	21-03-0264	Status	In-Preparation
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	0
Category:	Office Equipment Supplies and Consumables	Date Published	16/04/2021
Approved Budget for the Contract:	PHP 32,848.33	Last Updated / Time	15/04/2021 13:03 PM
Delivery Period:	15 Day/s	Closing Date / Time	22/04/2021 05:00 AM
Client Agency:			
Contact Person:	Lovely Mae Gallardo Pagdilao Presidential Staff Assistant Procurement Management Service, Rm 123 Mabini Hall J.P. Laurel St., Malacañang, San Miguel, Manila Metro Manila Philippines 1005 63-2-82498310 Ext.8238 63-2-87844286 pmas@op-proper.gov.ph		

Description

Title of the Project: Procurement of Binding Machine and Vacuum Cleaner under PR No. 21-03-0264 dated March 17, 2021.

A) REQUEST FOR QUOTATION

1. 1 unit Binding Machine
2. 2 units Wet and Dry Vacuum Cleaner

Delivery Period: Fifteen (15) days

B) USE COMPANY LETTERHEAD FOR YOUR QUOTATION & ADDRESS TO:

DIR. JAMES JUPER B. AGUILAR
Head, Procurement Management Service
Office of the President
M-123 Mabini Hall, J.P. Laurel St.,
Malacañang Complex,
San Miguel, Manila

Tel. No. (02) 8249-8310 local 8238 or 8297

Fax No. (02) 8249-8310 local 4709

Email Address:

pmas@op-proper.gov.ph

pmas@malacanang.gov.ph

C) ELIGIBILITY DOCUMENTS MUST BE ATTACHED TO THE QUOTATION

1. Latest/updated/valid PhilGEPS Registration Certificate
2. Latest/valid Mayor's Permit (Attach compliance to the conditions of the permit)
3. Income/ Business Tax
4. Omnibus Sworn Statement (Original Copy upon award)

Note:

- Kindly Attach the Complete Eligibility Documents to Avoid DISQUALIFICATION.
- Include the BACK PAGE OF THE MAYOR'S/BUSINESS PERMIT if Available
- Scan the Documents in a manner that the entries are legible/readable.
- Please use the RFQ template provided by the Office of the President (OP). In case you submit your own template and there is conflict between the two (2), the OP RFQ- template shall prevail.

D) INDICATE IN YOUR QUOTATION THE FOLLOWING

1. Terms of Payment:
2. Warranty:
3. Place of Delivery: AMO Building - 227 San Rafael St., Malacañang, San Miguel, Manila
5. Price Validity Period:
6. Stock Availability:
7. Certificate of Exclusive Distributorship, if any
8. Specify Brand
9. TIN

Created by Lovely Mae Gallardo Pagdilao

Date Created 15/04/2021

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