



Republic of the Philippines
OFFICE OF THE PRESIDENT
NATIONAL COMMISSION ON MUSLIM FILIPINOS

BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION

Revised NCMF RFQ Form 2020

| | |
|--|-------------------------|
| Mode of Procurement: Small Value Procurement | RFQ No. 2020-033 |
| End-User: PLANNING SERVICE | Date: June 17, 2020 |
| Title of Program: OFFICE EQUIPMENT BY LOT | |
| PR NO. 2020-06-034 | |
| Please quote your lowest price for the items/s listed below not later than June 24, 2020 subject to the following General conditions, and submit your quotation duly signed by your representative by email (ncmf.bac2016@gmail.com) or (lsodon@ncmf.gov.ph). | |
| TERMS AND CONDITIONS: | |
| <ol style="list-style-type: none">1. In order to be eligible for this procurement, suppliers/service providers are required to submit together with the quotation on or before the deadline the following: <u>Valid PhilGEPs Registration Certificate/PhilGEPs Number (through online registration), Valid Mayor's/ Business Permit, Tax Registration Certificate, Latest Income/Business Tax and Notarized Omnibus Sworn Statement.</u>2. Late submission of quotation shall not be accepted.3. Price validity shall be for a period of sixty (60) calendar days.4. Award of contract shall be made to lowest quotation with complete requirements and complies with the specifications and other terms and conditions stated in the RFQ.5. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative(s).6. The NCMF reserves the right to reject any or all quotations/bid proposals or declares the bidding a failure or not to award the contract, and makes no assurance that a contract shall be entered into as a result of this invitation.7. Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay.8. The terms of payment shall be made through check payable to the supplier.9. All quotations shall be INCLUSIVE OF VAT. | |

| LOT No. | Description | No. of Unit/s | ABC |
|---|-----------------------------|---------------|-------------|
| 1 | Generator Set | 1 | P 60,000.00 |
| 2 | Air Condition (Window Type) | 1 | 60,000.00 |
| 3 | Photocopier Machine | 1 | 80,000.00 |
| Place of Delivery: National Commission on Muslim Filipinos Pampanga Regional Office 3/F Bookman Building, Quezon Avenue, Quezon City | | | |


ATTY. ROLANDO T. ABO
Director IV and BAC Vice-Chairman

| | TECHNICAL SPECIFICATIONS | Comply/Not Comply |
|---|--|--------------------------|
| <u>LOT 1 - GENERATOR SET</u> | | |
| <u>ABC: P60,000.00 1 unit</u> | | |
| Frequency | 60Hz | |
| Rated Voltage | 220V | |
| Surge Output | 8125 watts | |
| Max Output | 6,500 watts | |
| Fuel Type | Unleaded Gasoline | |
| Starting System | Recoil & Electric | |
| Warranty | 1 year | |
| <u>LOT 2 - AIRCON (WINDOW TYPE)</u> | | |
| <u>ABC: P60,000.00 1 unit</u> | | |
| EER Rating | 14.93 – 10.0 | |
| Cooling Type (HP) | 2.0HP | |
| Inverter Technology | Inverter | |
| Warranty | 3 years on compressor, 1 year on parts, labor and services | |
| <u>LOT 3 – PHOTOCOPIER MACHINE</u> | | |
| <u>P80,000.00 1 unit</u> | | |
| Function | Digital copier with Network Printing, Color Scanning and Network Fax | |
| Copy and Print Speed | 40 copies per minute | |
| Resolution | 300 dpi, 600 dpi, 1,200 dpi | |
| Warm-up time | 17 sec or less | |
| Size | A4 – Legal | |
| Memory Capacity | 512mb upgradeable to 1536mb | |
| Max Duty Cycle per | 50,000 pages | |
| Input Capacity | 750 sheets max and 100 sheets multi-purpose tray | |
| Document processor | 50 sheets | |
| Printer Processor | 800 MHz | |
| Port | USB 2.0 | |
| Power Consumption | 661W – copying, 1W – sleep mode | |
| Package | 1 toner, and maintenance kit | |
| Warranty | 1 year or 100,000 copies/print/scan/fax | |
| <p>1. Payment</p> <p>100% payment upon completion of delivery, installation and submission of invoice, delivery challan, proof of warranty and delivery receipts.</p> | | |

2. Delivery

15 days from the date of Notice to Proceed

Any fee, cost, and permit related to the delivery of item will be the responsibility of the bidder.

3. Warranty

All items are covered by warranty period specified in the technical specifications.

4. Penalty

Failure to deliver item(s) within specified delivery period, shall authorize the Commission to impose penalty subject to procurement law.

5. Force Majeure

- a. War, Strike, Riot, Flood, Earthquake, Storm, epidemic breakout, etc.
- b. Any governmental priorities
- c. Sabotage or omission of NCMF

| | | |
|--|----------------------------------|--|
| | PRICE QUOTATION FOR LOT 1 | |
| | PRICE QUOTATION FOR LOT 2 | |
| | PRICE QUOTATION FOR LOT 3 | |

After having carefully read and accepted your General Conditions, I/We quote on the item/s at price quoted above.

Print Name/Signature/Date

Address

Tel. No./Cellphone /Email Address