

REQUEST FOR QUOTATION

16 February 2017

Dear Sir/Madam,

Please quote your lowest price on the item listed on the attached Tender form (refer to the attached technical specifications). Please submit your sealed quotation / Tender Form and Conformity to Technical Specifications for the Small Value Method of Procurement in accordance with Section 53.9 of the Implementing Rules and Regulations of RA 9184 for the SUPPLY AND DELIVERY OF ONE (1) LOT BED LINENS, PILLOWS AND PILOW CASES FOR NFA CENTRAL OFFICE STAFFHOUSE USE

Hereunder is the schedule of bidding activities:

ACTIVITY	DATE, TIME & PLACE
1. Posting of RFQ/Tender Form at PhilGEPS, NFA eBPS & conspicuous places	February 18-27, 2017
2. Sending of RFQ/Tender Form	February 18-27, 2017
3. Submission of RFQ/Tender Form	February 27, 2017 at 11 a.m.
4. Opening of RFQ/Tender Form	February 27, 2017 at 2 p.m.

Photocopies of the following eligibility documents are also required to be submitted with your quotation/proposal. The same should be certified true copy of the original duly signed by the authorized representative.

1. Business Permit for the year 2017
(Proof of Renewal/Application of 2017 Business Permit such as certified copy of Official Receipt)
2. Annual Income Tax Return 2015 and Certificate of Registration with BIR
3. PhilGEPS Certificate of Registration for the year 2017
(Proof of Renewal/Application of 2017 Philgeps Registration such as certified copy of Official Receipt)

**REMINDER: PHOTOCOPIES OF REQUIREMENTS SHOULD BE STAMPED
"CERTIFIED TRUE COPY" TO AVOID DISQUALIFICATION OF OFFER**

The NFA shall have the right to inspect the goods to confirm their conformity to the Technical Specifications hereto attached.

The NFA reserves the right to accept or reject any or all quotations and to impose additional terms and conditions as it may deem proper.

JOHN ROBERT R. HERMANSO
Department Manager, GSD and
Chairman, Committee on Shopping and Small Value Procurement

TENDER FORM

TO: **JOHN ROBERT R. HERMANO**
 Chairman, Committee on Shopping and Small Value Procurement
 NATIONAL FOOD AUTHORITY
 General Services Department
 Philsugin Bldg. North Ave., Diliman, Quezon City

After having carefully read and accepted your Technical Specifications, we quote you on the items at prices below:

DESCRIPTION	QUANTITY	ABC	OFFER	
			UNIT COST	AMOUNT
SUPPLY AND DELIVERY OF ONE (1) LOT BED LINENS AND PILOW CASES FOR NFA CENTRAL OFFICE STAFFHOUSE USE WITH THE FOLLOWING DETAILS:	1 LOT	57,900.00		
SET OF BED LINENS FOR SINGLE SIZED BED (36" X 75")	50 SETS			
2 PILLOW CASES (20" X 30")				
1 FLAT SHEET/BLANKET (SINGLE)				
1 FITTED SHEET FOR MATRESS (SINGLE)				
SET OF BED LINENS FOR BED SIZED 54" X 75"	6 SETS			
2 PILLOW CASES (20" X 30")				
1 FLAT SHEET/BLANKET (DOUBLE)				
1 FITTED SHEET FOR MATRESS (DOUBLE)				
MAGIC PILLOW (20" X 30")	50 PIECES			

Supplier's Name:	TIN:
Address:	E-mail Address:
Telephone No.	Fax No.
Supplier's Authorized Representative:	Date:
Signature over Printed Name:	
Mode of Payment: 30 days (Government Terms)	
Terms of Delivery: Within 15 Working Days on Stock. 30 Days if imported items.	
Validity of Offer: 120 days from opening of sealed Offer	
Warranty Period: Minimum of one (1) year	
The offer should include VAT for goods or services.	