



Republic of the Philippines  
**City Government of Muntinlupa**  
National Road Putatan Muntinlupa City  
**BIDS and AWARDS COMMITTEE**  
[www.muntinlupacity.gov.ph](http://www.muntinlupacity.gov.ph)

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**REQUEST FOR QUOTATION**

Date: 11/8/2022  
Quotation No:2022-0263

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Business Permit No.: \_\_\_\_\_

TIN: \_\_\_\_\_

PhilGEPS Registration No.(required): \_\_\_\_\_

The City Government of Muntinlupa, through its Bids and Awards Committee, intends to procure for the **PURCHASE OF SUPPLIES FOR THE 2022 MUNTINLUPA ROBOTICS FAIR & EXHIBITS** which will be undertaken in accordance with **Section 53.9** of the 2016 Revised Implementing Rules and Regulations of Republic Act No.9184.

Please quote your **best offer** for the item/s described herein, subject to the Terms and Conditions provided. Submit your quotation duly signed by you or your duly authorized representative not later than the **DEADLINE on November 14, 2022**.

A copy of the following documents are also required to be submitted along with your quotation/proposal:

1. Mayor's/Business Permit: (Certified True Copy)	3. PhilGEPS Registration (Certified True Copy)
2. Accomplished and Notarized Omnibus Sworn Statement (Original)	4. Certificate of Registration (Certified True Copy)

Quotations/Proposals must be submitted to the BAC Office of the City Government of Muntinlupa for checking & validation.

For any clarification, you may contact **Bids & Awards Committee** at telephone no.(02)8861-1127



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**INSTRUCTIONS:**

- (2) Do not alter the contents of this in any way.
- (3) technical specifications with asterisks(\*) are mandatory. Failure to comply with any of the mandatory requirements will disqualify your
- (4) Failure to follow these instructions will disqualify your entire quotation.

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

Procurement Project	Approved Budget for the Contract (ABC)
PURCHASE OF SUPPLIES FOR THE 2022 MUNTINLUPA ROBOTICS FAIR & EXHIBITS	Seventy Six Thousand Eight Hundred Twenty Five Pesos (Php76,825.00)

**Technical Specifications:**

QTY	UNIT OF ISSUE	ITEM DESCRPTION	Compliance		REMARKS
			Yes	No	
5	piece	Plaque of Appreciation (8"x10") for Partner Agencies (DOST-NCR, DepEd Muntinlupa, DLSZ, PFST) and Guest Speaker			
10	bucket	Wood Paint 4 Liters – Blue and Yellow for Poster Stands			
3	piece	Trophy for Winners – height of 10", 12", and 14" (Set for 3 Placers)			
3	roll	Ribbon (Blue and Yellow) – 100yards/roll			
20	set	Science Quest Kits (Whiteboard, Marker, Eraser, Alcohol)			
39	piece	Certificate Frame (8.5"x11") for Speakers, Winners, and Judges			
5	set	White PLA Filaments for 3D Printers			
5	set	Medals (Set of Gold, Silver, and Bronze)			
28	packs	Vellum Board (8.5"x11") for Certificates of Speakers, Winners, Participants and Judges)			
50	packs	Sticker Paper - 8.5"x11"			
20	piece	VIP Lei			
100	set	Flowers for Opening Set-Up			
2	roll	Straw – Roll			



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Your Quotation						
Summary of Approved Budget			OFFERED QUOTATION			
QTY	UNIT OF ISSUE	ITEM DESCRIPTION	QTY	UNIT OF ISSUE	ITEM DESCRIPTION	TOTAL PRICE
5	piece	Plaque of Appreciation (8"x10") for Partner Agencies (DOST-NCR, DepEd Muntinlupa, DLSZ, PFST) and Guest Speaker				
10	bucket	Wood Paint 4 Liters – Blue and Yellow for Poster Stands				
3	piece	Trophy for Winners – height of 10", 12", and 14" (Set for 3 Placers)				
3	roll	Ribbon (Blue and Yellow) – 100yards/roll				
20	set	Science Quest Kits (Whiteboard, Marker, Eraser, Alcohol)				
39	piece	Certificate Frame (8.5"x11") for Speakers, Winners, and Judges				
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50	packs	Sticker Paper - 8.5"x11"				
20	piece	VIP Lei				
100	set	Flowers for Opening Set-Up				
2	roll	Straw – Roll				
		TOTAL	76,825.00		Total Offered quotation (in Php)	Php



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**TERMS AND CONDITIONS:**

1. Bidders shall provide correct and accurate information required in this form.
2. Bidders must quote for all or all the items.
3. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
4. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
5. Quotations exceeding the Approved Budget for the contract shall be rejected.
6. Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
7. Any interlineations, erasures overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
8. The item/s shall be delivered according to the requirements specified in the Technical Specifications.
9. The GSO shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.

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Signature over Printed Name

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Position/Designation

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Office Telephone No.

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Mobile Phone No./Fax No.

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Email address/es