



Republic of the Philippines
City Government of Muntinlupa
National Road Putatan Muntinlupa City
BIDS and AWARDS COMMITTEE
www.muntinlupacity.gov.ph

REQUEST FOR QUOTATION

Date: 11/15/2022
Quotation No:2022-0290

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 VARIOUS OFFICE EQUIPMENT FOR SSD** which will be undertaken in accordance with **Section 52.1.b** 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 21, 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



Republic of the Philippines
City Government of Muntinlupa
 National Road Putatan Muntinlupa City
BIDS and AWARDS COMMITTEE
www.muntinlupacity.gov.ph

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 VARIOUS OFFICE EQUIPMENT FOR SSD	Ninety Thousand Pesos (Php90,000.00)

Technical Specifications:

QTY	UNIT OF ISSUE	ITEM DESCRIPTION	Compliance		REMARKS
			Yes	No	
1	unit	TYPEWRITER Manual, Heavy-Duty, Size 12			
1	unit	TYPEWRITER Manual, Heavy-Duty, Size 15			
1	unit	TELEVISION 55" LED Smart TV; USB (Movie/Photo/Music); Connections: USB, HDMI, Resolution: 4K, Connectivities: Bluetooth/Wifi/Smart TV Not made in China			
1	unit	DIGITAL TV RECEIVER Digital indoor antenna, Inputs/Output: RCA, HDMI, Antenna In, Antenna Out, Coaxial, Power, 1x USB, Personal Video Recorder (Supported), Multimedia Player (Supported), Compatibility: TVs with RCA or HDMI ports, Inclusions: Digital TV Receiver, 5m indoor antenna, Remote Control with 2x AAA batteries, RCA cable, Power Cable, Installation Guide, User Manual, Warranty Card 1 year warranty			
1	unit	BOTTOM-LOADING WATER DISPENSER Digital temperature indicator-hot, warm and cold Energy-saving on/off switch for hot and cold tanks 3-5 gallon water bottles Removable, easy to clean drip tray Warranty: 7 days return and replacement, 3 mos. Warranty on parts and labor			



Republic of the Philippines
City Government of Muntinlupa
 National Road Putatan Muntinlupa City
BIDS and AWARDS COMMITTEE
www.muntinlupacity.gov.ph

Your Quotation						
Summary of Approved Budget			OFFERED QUOTATION			
QTY	UNIT OF ISSUE	ITEM DESCRIPTION	QTY	UNIT OF ISSUE	ITEM DESCRIPTION	TOTAL PRICE
1	unit	TYPEWRITER				
		Manual, Heavy-Duty, Size 12				
1	unit	TYPEWRITER				
		Manual, Heavy-Duty, Size 15				
1	unit	TELEVISION				
		55" LED Smart TV; USB (Movie/Photo/Music); Connections: USB, HDMI, Resolution: 4K, Connectivities: Bluetooth/Wifi/Smart TV Not made in China				
1	unit	DIGITAL TV RECEIVER				
		Digital indoor antenna, Inputs/Output: RCA, HDMI, Antenna In, Antenna Out, Coaxial, Power, 1x USB, Personal Video Recorder (Supported), Multimedia Player (Supported), Compatibility: TVs with RCA or HDMI ports, Inclusions: Digital TV Receiver, 5m indoor antenna, Remote Control with 2x AAA batteries, RCA cable, Power Cable, Installation Guide, User Manual, Warranty Card				
		1 year warranty				
1	unit	BOTTOM-LOADING WATER DISPENSER				
		Digital temperature indicator-hot, warm and cold				
		Energy-saving on/off switch for hot and cold tanks				
		3-5 gallon water bottles				
		Removable, easy to clean drip tray				
		Warranty: 7 days return and replacement, 3 mos. Warranty on parts and labor				
		TOTAL	90,000.00		Total Offered quotation (in Php)	PhP



Republic of the Philippines
City Government of Muntinlupa
National Road Putatan Muntinlupa City
BIDS and AWARDS COMMITTEE
www.muntinlupacity.gov.ph

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.

Signature over Printed Name

Position/Designation

Office Telephone No.

Mobile Phone No./Fax No.

Email address/es