



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: 6/16/2023
Quotation No:2023-0299

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 "Purchase of Various Materials for the Conduct of 2023 Moving Up Ceremony", 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.

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)	4. PhilGEPS Registration (Certified True Copy)
2. Latest Income Tax (Certified True Copy)	5. Certificate of Registration (Certified True Copy)
3. Omnibus Sworn Statement (Original)	

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

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 Materials for the Conduct of 2023 Moving Up Ceremony	Two Hundred Twenty Eight Thousand Five Hundred Ninety Pesos

Technical Specifications:

QTY	UNIT OF ISSUE	ITEM DESCRIPTION	Compliance		REMARKS
			Yes	No	
1100	Pcs	Kids Diploma A			
7700	Pcs	Kids Diploma B			
1000	Pcs.	Customized Medal			
30	yards	Gina Cloth, Pongee Gina, /Yard, Royal Blue			
30	yards	Gina Cloth, Pongee Gina, /yard, Yellow			



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30	yards	Gina Cloth, Pongee Gina, /Yard, Red			
40	yards	Gina Cloth, Pongee Gina, /Yard, White			
4	Pcs	Paper Mache, Carton Gauge #60 & 70 with sidings, 8 Inches in Depth, 5 Ft in Height, 26 Inches in Width & 8 Inches in sidings (ECED)			
20	Pcs	Paper Mache, Carton Gauge #70 & 60 with sidings, 8.5 Inches in Width, 13 Inches in Height, 2 Inches Inner Width and 2 Inches Sidings (MOVING UP CEREMONY 2023)			
12	Pcs	DJ Lights Slim Led 18 Pad RGB Light Equipment, Big Dipper (<i>Working Temperature (0 degrees), 10-40, Working Hours - 10,000, Item Size 8.6 x 8.6 x 3.5 inches, Net Weight, 2.35 lb/1.05 lb, with mounting bracket, LEDs Par Light, 2x Fastening Bolt and User manual</i>)			
213	Pcs	Assorted Stuffed Toy, 7 inches, Hypoallergenic			
6	Pcs	Stuffed Toy, Big, 5 Ft			
4	Pcs	Duct Tape, 1.88 inches X 10.9 yards, 48mm x 10M			
40	Pcs	Double AA Batteries, Alkaline, 10X Longer Lasting, 2 Pc /Pack			
52		Glue, Hot Melt Big, 2s/Pack, 11mmX10 (Glue Stick)			
1	Set	3-Pack Flier Set, Long Nose, Diagonal and Combination Flier, Stainless Steel Head			



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QTY	UNIT OF ISSUE	ITEM DESCRIPTION	QTY	UNIT OF ISSUE	ITEM DESCRIPTION	TOTAL PRICE
1100	Pcs	Kids Diploma A				
7700	Pcs	Kids Diploma B				
1000	Pcs.	Customized Medal				
30	yards	Gina Cloth, Pongee Gina, /Yard, Royal Blue				
30	yards	Gina Cloth, Pongee Gina, /yard, Yellow				
30	yards	Gina Cloth, Pongee Gina, /Yard, Red				
40	yards	Gina Cloth, Pongee Gina, /Yard, White				
4	Pcs	Paper Mache, Carton Gauge #60 & 70 with sidings, 8 Inches in Depth, 5 Ft in Height, 26 Inches in Width & 8 Inches in sidings (ECED)				
20	Pcs	Paper Mache, Carton Gauge #70 & 60 with sidings, 8.5 Inches in Width, 13 Inches in Height, 2 Inches Inner Width and 2 Inches Sidings (MOVING UP CEREMONY 2023)				
12	Pcs	DJ Lights Slim Led 18 Pad RGB Light Equipment, Big Dipper (<i>Working Temperature (0 degrees), 10-40, Working Hours - 10,000, Item Size 8.6 x 8.6 x 3.5 inches, Net Weight, 2.35 lb/1.05 lb, with mounting bracket, LEDs Par Light, 2x Fastening Bolt and User manual</i>)				
213	Pcs	Assorted Stuffed Toy, 7 inches, Hypoallergenic				



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6	Pcs	Stuffed Toy, Big, 5 Ft				
4	Pcs	Duct Tape, 1.88 inches X 10.9 yards, 48mm x 10M				
40	Pcs	Double AA Batteries, Alkaline, 10X Longer Lasting, 2 Pc /Pack				
52		Glue, Hot Melt Big, 2s/Pack, 11mmX10 (Glue Stick)				
1	Set	3-Pack Flier Set, Long Nose, Diagonal and Combination Flier, Stainless Steel Head				
			228,590.70	Total Offered quotation (in Php)		Php _____

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/Engineering Office 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