



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: 4/8/2024
Quotation No:2024-0224

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 **Enhancement of the queuing system in the issuance of Occupational Permit** 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. Accomplished and Notarized Omnibus Sworn Statement (Original)	5. Certificate of Registration (Certified True Copy)
3. Latest Income Tax (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

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)		
Enhancement of the queuing system in the issuance of Occupational Permit			Three Hundred Forteen Thousand Six Hundred Twenty Four Pesos & 80/100		
Technical Specifications:					
QTY	UNIT OF ISSUE	ITEM DESCRIPTION	Compliance		REMARKS
			Yes	No	
1	lot	Queue Management System			
		Maintenance and Support (free for 12 months)			



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		• Weekly Backups			
		System Installation (free)			
		Training and Orientation (free)			
		Systems Development			
		Voice Announcement			
		Display wait list			
		No show and On Hold			
		Transaction			
		Waiting Transactions Added on			
		Display			
		Recall Client			
		Hardware			
	1 unit	Thermal Printer w/ auto cutter			
	1 unit	Queuing Kiosk			
	1 unit	Touch Screen Monitor			
	1 unit	Speaker			
	1 unit	LED TV 43"			



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		Display wait list				
		No show and On Hold				
		Transaction				
		Waiting Transactions Added on				
		Display				
		Recall Client				
		Hardware				
	1 unit	Thermal Printer w/ auto cutter				
	1 unit	Queuing Kiosk				
	1 unit	Touch Screen Monitor				
	1 unit	Speaker				
	1 unit	LED TV 43"				
	1 set	1 CPU set (Intel Core i3, Motherboard, 4gb RAM, 128gb SATA SSD)				
		VAT 12%				



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			Ph314,624.80	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 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