

REQUEST FOR QUOTATION / PROPOSAL

NATIONAL COUNCIL ON DISABILITY AFFAIRS

Date: September 11, 2020

Name of Company

RFQ No.: 202009033

NCD A Bldg., Isidora St., Brgy. Holy spirit, Q.C

PR No.: 20080195

Telfax: 02 951-5925; Email: supply.ncda@gmail.com

Complete Company Address

PHILGEPS Ref. No.:

To whom it may concern:

Please quote your lowest price/s on the lot or item/s below, subject to General Conditions indicated herein, stating the shortest time of delivery and submit your quotation duly signed by your official representative not later than September 21, 2020 at 2:00 PM to the address listed above.

Very truly yours,

Myrla P. Sedenio
BAC Chair / BAC Designate

CANVASSERS'S CERTIFICATION

This is to certify that I have full knowledge, authority and responsibility in distributing and/or collecting the Request for Quotation in accordance to the guidelines in securing prices for the National Council on Disability Affairs.

ALBERTO R. VILLA, JR.
AUTHORIZED CANVASSERS

PLEASE QUOTE: **PER LOT/PER ITEM**

SUPPLIER/CONTRACTOR/CONSULTANT'S PROPOSAL BOX

No	ITEM DESCRIPTION (ITEM NAME&TECHNICALSPECIFICATIONS)	QTY.	UNIT	APPROVED BUDGET OF CONTRACT (ABC)	FINANCIAL PROPOSAL (Indicate the Price Offer)		TECHNICAL PROPOSAL (Indicate Brand/Model Offer)	
					Unit Price	Total Price	Yes	No
1	Face Masks (cloth) Specifications: *Has pocket filter for extra protection *Has an adjustable nose wire for snug fit *Comfortable and breathable to wear *Face mask is washable and reusable *With inscribed NCD A Logo and text Sizes: *Kids size, Small, Medium and Large Materials: *The front is made of Polydex fabric. This fabric has a smooth and absorbent feature that makes it cooler than cotton material. *The back is made of Neoprene. Printing: *Print must be made using sublimation process Breakdown of Sizes: Large – 2,000 Medium – 1,000 Small – 1,000 Kid Size XS – 1,000 *For distribution to persons with disabilities including their families for their use during the COVID-19 pandemic period.	5000	piece	250,000.00				

GENERAL CONDITIONS

1. All entries must be typewritten and legible;
2. Bidders must submit certificate of PHILGEPS Registration ; or
3. Bidders must submit necessary business permits (SEC, LGU, DTI , CDA, etc.);
4. Place this RFQ in a sealed envelope and type the following details on the face of the envelope:

Your Company Name

RFQ No.

PR No.

PHILGEPS Reference No.

5. Delivery period must be at least within seven (7) calendar days upon receipt of the Notice of Award(Indicate the days of delivery in the Bidder's Certificate box)
6. Item/s delivered must have warranties for unit replacements, parts, labor or other services;
7. Price validity shall be for a period of three(3) months;
8. Quoted prices must be inclusive of taxes, and other charges or fees and shall not exceed the Approved Budget for the Contract(ABC);
9. Transaction with (Name of Agency) shall mean compliance by the winning bidder with the bid and delivery requirements before the issuance of check payment;
10. Failure to comply with these conditions shall mean disqualification of your bid proposal

SUPPLIER/CONTRACTOR/CONSULTANTS
CERTIFICATION

Date:_____

After having carefully read and accepted Your General Conditions, I/We quote you on the item/s at price/s noted above for immediate delivery and shipment which can be made in _____ days from receipt of the Notice of Award.

***Print Name & Signature of
Authorized Representative***

Company Tel./Fax/Mobile No.

Company Tax Identification No. (TIN)