



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
 Prime Regional Government Center, Carpenter Hill, Koronadal City, 9506

Document Code
FM-QP-DILG-AS-RO-10-07

Rev. No.	Eff. Date	Page
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MODE OF PROCUREMENT:	Negotiated Procurement- Small Value Procurement (SVP)	RFQ No. :	SVP 2022-04-050
Name of Procuring Entity:	DILG REGION XII	Date:	22 APRIL 2022
Office/End User:	ORD-PDMU		

Company Name (TO BE FILLED OUT BY SUPPLIER):

Address (TO BE FILLED OUT BY SUPPLIER)

***PhilGEPS Registration No. (TO BE FILLED OUT BY SUPPLIER)**

Please quote your lowest price for the requirements listed hereunder subject to the Terms and Conditions stated below and submit to this office duly signed:

TERMS AND CONDITIONS:

- Bidders shall provide correct and accurate information required in this form.
- Bidders may quote for any or all items.
- Price quotation(s) to be denominated in Philippine Peso shall include all taxes duties and/or levies payable.
- Quotations exceeding the Approved Budget for the Contract (ABC) shall be rejected.
- Award of contract shall be made to the lowest quotation (for goods) or the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
- Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative(s).
- The DILG shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
- Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The DILG shall rescind the contract once the cumulative amount of liquidated damages reaches ten (10) percent of the amount of the contract, without prejudice to other courses of action and remedies open to it.
- Price quotation(s) must be valid for a period of 60 calendar days from the date of submission.

APPROVED BUDGET FOR THE CONTRACT (ABC):

PHP 250,000.00

Lailyn A. Ortiz
LAILYN A. ORTIZ, CESO V
 Assistant Regional Director/RBAC Chairperson

ITEM NO.	ITEM DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE	COMPLIANCE WITH TECHNICAL SPECIFICATIONS (PLEASE CHECK)		REMARKS
						YES	NO	
	Office and Training Supplies for PDMU Operation and Capacity Development Activities re: Implementation of Locally Funded Projects in Region XII in the 1st Semester of FY 2022							
	ITEM/S							
	SPECIFICATIONS							
1	Archived Folder	100	pcs			[]	[]	
2	Ballpen	100	pcs			[]	[]	
3	Ballpen	100	pcs			[]	[]	
4	Battery	10	pack			[]	[]	
5	Battery	10	pack			[]	[]	
6	Binder Clip	30	box			[]	[]	
7	Binder Clip	30	box			[]	[]	
8	Binder Clip	30	box			[]	[]	
9	Binder Clip	20	box			[]	[]	
10	Bond Paper	30	ream			[]	[]	
11	Bond Paper	100	ream			[]	[]	
12	Candle Glue	20	pcs			[]	[]	
13	Certificate holder	20	pcs			[]	[]	
14	Certificate holder	30	pcs			[]	[]	
15	Correction Tape	50	pcs			[]	[]	
16	Correction Pen	10	pcs			[]	[]	
17	Clipboard	10	pcs			[]	[]	
18	Cutter	6	pcs			[]	[]	
19	Duct Tape	20	roll			[]	[]	
20	Double Adhesive Tape	10	roll			[]	[]	
21	Double Adhesive Tape	10	roll			[]	[]	
22	Epson Ink 003	20	bottle			[]	[]	
23	Epson Ink 003	10	bottle			[]	[]	
24	Epson Ink 003	10	bottle			[]	[]	
25	Epson Ink 003	10	bottle			[]	[]	
26	Epson Ink 664	5	bottle			[]	[]	
27	Epson Ink 664	5	bottle			[]	[]	