

Civil Service Commission

SFG-60

Request for Quotation

Company Name : _____

Address : _____

Tel No. & Fax No. : _____

Solicitation No.: 2016-88

Date: 7/20/2016

IRMO2016-0604-233

Quotation No. _____

Please quote your **lowest price (VAT / Govt. Tax inclusive)** on the item/s listed below, subject to the General Conditions, stating the shortest time of delivery, if applicable and submit your quotation duly signed by your representative on **July 28, 2016** on the sealed envelope.

SAM V. MANGLICMOT

Chief, General Services Division

Office for Financial & Assets Management (OFAM)

GENERAL CONDITIONS:

- ALL ENTRIES MUST BE TYPEWRITTEN OR PRINTED.
- IF APPLICABLE, DELIVERY PERIOD SHOULD BE WITHIN _____ CALENDAR DAYS, AT 8AM-11:30 AM & 1PM-3PM. at the General Services Division-OFAM, Basement, Civil Service Commission, Constitution Hills, Quezon City.
- Prospective bidders should have experience in undertaking a similar project within the last two (2) years with an amount at least 50% of the proposed project for bidding. The Eligibility Check/Screening as well as the Preliminary Examination of Bidders shall use non-discretionary "pass/fail" criteria.
- Bidders may send their Price Quotation/Bid Proposal to the CSC-BAC through facsimile (fax) at telefax numbers 931-8029 / 931-931-7984, or drop it personally in the Bid Box located at the General Services Division-OFAM, Basement, CSC.
- Bidders shall indicate in their price quotation/s the corresponding Solicitation No./ Reference No. found in the PhilGEPS Bid Notice of Abstract, for the identification of the project/items.
- All items shall be delivered first before the payment is made by the CSC within the prescribed dates.
- The CSC, as a collecting agency for the Bureau of Internal Revenue (BIR), shall deduct allowable Government Taxes.
- Warranty shall be for a period of six (6) months for supplies/materials and one (1) year for equipment, from the date of acceptance by the procuring entity.
- Bidders who are first timer to participate in the CSC's procurement/bidding, shall submit a copy of their "PHILGEPS Registration CERTIFICATE" upon submission of the price quotation.
- Bidders shall submit copies of brochures/designs/drawings showing certifications of the product being offered.
- The Commission reserves the right to require bidders to conduct a product demonstration in the General Services Division - Office for Financial and Assets Management, CSC CO, Diliman, Quezon City.
- Bidders must not be blacklisted by the PhilGEPS-DBM as appeared in their "List of Blacklisted Bidders".

(FAILURE TO DO SO WILL MEAN DISQUALIFICATION OF YOUR BID PROPOSAL)

ITEM NO.	ITEM & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
	Procurement of Office Equipment for the Integrated				
	Records Management Office (IRMO)				
	Requirements :				
	FIRE EXTINGUISHER, dry chemical, for ABC class of fire,	16	unit		
	stored pressure type, non-electrical conductor, non-toxic,				
	non-corrosive, 4.5kg (10lbs), brand new				
	ELECTRIC FAN	1	unit		
	MEGAPHONE, portable sound system, all ABS resin body,	1	unit		
	330mm length, 200mm Horn Diameter, 16 watts (min), 300				
	meters (min), rechargeable, with built-in siren red or blue color				
	WATER DISPENSER, Hot and Cold	1	unit		
	COFFEE BOILER/COFFEE MAKER, manual, 15 liters capacity,	1	unit		
	stainless steel double wall insulation, 100 cups capacity				
	PORTABLE VACUUM CLEANER, handheld w/ adaptor nozzle,	3	unit		
	flexible nect extension wand, micro dusting brush and				
	micro crevice tool, air pin pointer				
	PUSH CART, loaded weight; 300kg (660 lbs); platform	1	unit		
	dimension; 910x610mm; floor height: 210mm				
TOTAL APPROVED BUDGET: Php 67,474.32 (Incl. of VAT/Govt. Tax/service charge)					

After having carefully read and accepted your General Conditions, I / We quote you on the item/s at prices noted above.

Printed Name/Signature

Civil Service Commission

SFG-60

Request for Quotation

Company Name : _____

Address : _____

Tel No. & Fax No. : _____

Solicitation No.: 2016-89

Date: 7/20/2016

IRMO2016-0604-233

Quotation No. _____

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ITEM NO.	ITEM & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
	Procurement of Office Equipment for the Integrated Records Management Office (IRMO)				
	Requirements :				
	ELECTRONIC STAMP METERING MACHINE	1	uni		
	creates postage for a wide variety of mail including flats and parcels, time and date stamp feature, account tracking and reporting feature, auto strip tape dispenser barcode scanning, low postage warning, program of multiple common jobs, automatic meter postage value				
TOTAL APPROVED BUDGET: Php 300,000.00 (Incl. of VAT/Govt. Tax/service charge)					

After having carefully read and accepted your General Conditions, I / We quote you on the item/s at prices noted above.

Printed Name/Signature

Date

Civil Service Commission
SFG-60
Request for Quotation

Solicitation No.: 2016-87
 Date: 7/20/2016
 IRMO2016-0604-233

Company Name : _____
 Address : _____
 Tel No. & Fax No. : _____

Quotation No. _____

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ITEM NO.	ITEM & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
	Procurement of Office Equipment for the Integrated Records Management Office (IRMO)				
	Requirements :				
	- Air Purifier/Onizer with inlet grill, washable foam prefilter, Hepal/Carbon Filter, Filtered Air Outlet, Ionizer light and speed control	2	unit		
	- Dehumidifier & Moisture Absorber, Operating Temperature; 59-77 degrees Fahrenheit, power consumption; 36W	3	unit		
	- Hygrometer, indoor and Outdoor Digital Humidity Hygrometer Thermometer with External Probe, displays temperature and humidity simultaneously	1	unit		
	- Smoke Detector/Alarm and Installation (based on the Risk Management Plan of IRMO)	2	unit		
TOTAL APPROVED BUDGET: Php 55,000.00 (Incl. of VAT/Govt. Tax/service charge)					

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Printed Name/Signature

Date