

Republic of the Philippines
OVERSEAS WORKERS WELFARE ADMINISTRATION
 OWWA Center Bldg., F. B. Harrison St., Cor. 7th St., Pasay City
 Tel# 833-0113 Telefax# 833-1010

P.R. No. 2024-03-0037
 DATE: 22-Mar-24

REQUEST FOR QUOTATION / PROPOSAL

COMPANY NAME:

ADDRESS OF COMPANY:

To whom it may concern:

Please quote your lowest price/s (taxes included) on the lot or item/s below, subject to the General Conditions indicated herein, stating the shortest time of delivery and submit your quotation using your company letterhead or this form duly signed by your official representative to Overseas Workers Welfare Administration, Third Floor OWWA Center Building, 7th Street corner, FB Harrison, Pasay City not later than **02 April 2024 @ 10:00 a.m.**

for: MARIAN GABRIELLE F. PIZARRA
 Supply Officer

Engr. GERARDO S. GATCHALIAN
 OIC, PPMD

PROJECT TITLE/NAME: Proposal for One (1) Lot - Supply, Delivery and Installation of Blinds in Various Offices					DEALER'S/SUPPLIER'S OFFER	
ITEM NO.	SPECIFICATIONS	QTY	UNIT	APPROVED BUDGET FOR CONTRACT (ABC)	UNIT COST (Vat inclusive)	TOTAL COST (Vat inclusive)
1.	Supply, Delivery and Installation of Blinds in Various Offices <i>(Please see attached Technical Specification)</i>	1	lot	P 679,375.94		
	Note: The Contractor/supplier shall conduct actual measurement and inspection of the project.					
	Additional Documentary Requirements must be submitted upon submission of offer:					
	1. PhilGEPS Certificate or PhilGEPS Registration Number					
	2. Mayor's / Business Permit					
	3. Income / Business Tax Return					
	Please take note that the Omnibus Sworn Statement shall be submitted within 5 days upon acceptance of Notice of Award.					
	Note: Bidders may also submit their bid proposal and supporting documents through email address: procurement@owwa.gov.ph					
GENERAL CONDITIONS						
1. Entries must be typewritten / if handwritten, it must be clear and legible; 2. Bidders must submit certificate of PHILGEPS Registration; 3. Bidders must submit necessary business permits (SEC, LGU, DTI, CDA, etc.); 4. All quotation can be submitted through the following means: a) in a SEALED ENVELOPE , or b) thru ELECTRONIC MAIL , or c) FACSIMILE . Label the envelope with the following: Bidder's Company Name PHILGEPS Reference No. Project Title/Name PR No. 5. Item/s delivered must have warranties for unit replacements, parts, labor or other services; 6. Quoted prices must be inclusive of taxes and shall not exceed the Approved Budget for the Contract (ABC); 7. Proposal/Quotation submitted without signature of the authorized signatory shall not be accepted; 8. Proposal/Bid modifications submitted beyond the scheduled deadline shall not be considered; 9. Price quoted/ submitted on the deadline shall be considered as final and unalterable; 10. Use of non-discretionary/non-discriminatory selection criteria as tie-breaking method in case of two or more bidders determined and declared as the Lowest Calculated and Responsive Bidder (LCRB) in accordance with GPPB Circular No. 06-2005; 11. The OWWA reserves the right to accept or reject any bid, to annul the bidding process, and to reject at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.						

DELIVERY: 30 calendar days upon receipt of PO/NTP

TERMS OF PAYMENT: Government Terms

PRICE VALIDITY: 60 days from date of quotation/proposal

Company Name

Print Name and Signature of Authorized Representative

Designation

Company Tel./Fax/Mobile No.

Date

TECHNICAL SPECIFICATION

Supply, Delivery and Installation of Blinds in Various Offices

ABC: 679,375.94

NO	OFFICE	TYPE	QTY	UNIT	APPROX. AREA	UNIT	BID OFFER
1	Lobby 2nd Floor	Vertical-Fabric	1	Panel	43.00	SQFT	
2	Lobby 3rd Floor	Vertical-Fabric	1	Panel	111.30	SQFT	
3	Lobby 4th Floor	Vertical-Fabric	1	Panel	111.30	SQFT	
4	Lobby 5th Floor	Vertical-Fabric	1	Panel	111.30	SQFT	
5	Lobby 6th Floor	Vertical-Fabric	1	Panel	111.30	SQFT	
6	Lobby 7th Floor	Vertical-Fabric	1	Panel	111.30	SQFT	
7	Lobby 8th Floor	Vertical-Fabric	1	Panel	111.30	SQFT	
8	Lobby 9th Floor	Vertical-Fabric	1	Panel	111.30	SQFT	
9	Lobby 10th Floor	Vertical-Fabric	1	Panel	111.30	SQFT	
10	Room 901	Vertical-Fabric	1	Panel	111.30	SQFT	
11	Room 902	Vertical-Fabric	1	Panel	76.21	SQFT	
12	Room 903	Vertical-Fabric	1	Panel	76.21	SQFT	
13	Room 904	Vertical-Fabric	1	Panel	76.21	SQFT	
14	Room 905	Vertical-Fabric	1	Panel	76.21	SQFT	
15	Room 906	Vertical-Fabric	1	Panel	76.21	SQFT	
16	Room 907	Vertical-Fabric	1	Panel	76.21	SQFT	
17	Room 908	Vertical-Fabric	1	Panel	76.21	SQFT	
18	Room 909	Vertical-Fabric	1	Panel	76.21	SQFT	
19	Room 801	Vertical-Fabric	1	Panel	76.21	SQFT	
20	Room 802	Vertical-Fabric	1	Panel	76.21	SQFT	
21	Room 803	Vertical-Fabric	1	Panel	76.21	SQFT	
22	Room 804	Vertical-Fabric	1	Panel	76.21	SQFT	
23	Room 805	Vertical-Fabric	1	Panel	76.21	SQFT	
24	Room 808	Vertical-Fabric	1	Panel	76.21	SQFT	
25	Room 809	Vertical-Fabric	1	Panel	76.21	SQFT	
26	Room 701	Vertical-Fabric	1	Panel	76.21	SQFT	
27	Room 705 - C	Vertical-Fabric	1	Panel	76.21	SQFT	
28	MISD-D	Vertical-Fabric	1	Panel	76.21	SQFT	
29	GAS	Vertical-Fabric	1	Panel	111.30	SQFT	
30	ROCS-Dir Office - 2F	Vertical-Fabric	1	Panel	47.97	SQFT	
31	COA	Vertical-Fabric	1		228 x 280	CM	
32	AFMO	Vertical-Fabric	1		140 x 260	CM	
33	AFMO	Vertical-Fabric	1		70 x 100	CM	
34	AFMO	Vertical-Fabric	1		70 x 100	CM	
35	AFMO	Combi	1		160 x 320	CM	
36	AFMO	Combi	1		160 x 320	CM	

NO	OFFICE	TYPE	QTY	UNIT	APPROX. AREA	UNIT	BID OFFER
37	INTERNAL AUDIT	Combi	1		160 x 290	CM	
38	Room 709	Combi	1	Panel	74.97	SQFT	
39	Room 712-A	Combi	1	Panel	74.97	SQFT	
40	Room 712-B	Combi	1	Panel	74.97	SQFT	
41	MISD-A	Combi	1	Panel	74.97	SQFT	
42	MISD-B	Combi	1	Panel	74.97	SQFT	
43	MISD-C	Combi	1	Panel	74.97	SQFT	
44	IAD	Combi	1	Panel	52.85	SQFT	
45	HRMDD-A	Combi	1	Panel	52.85	SQFT	
46	HRMDD-B	Combi	1	Panel	52.85	SQFT	
47	HRMDD-C	Combi	1	Panel	52.85	SQFT	
48	HRMDD-D	Combi	1	Panel	52.85	SQFT	
49	Room 702	Combi	1	Panel	47.97	SQFT	
50	Room 703	Combi	1	Panel	47.97	SQFT	
51	Room 704	Combi	1	Panel	47.97	SQFT	
52	Room 705 - B	Combi	1	Panel	47.97	SQFT	
53	Room 706	Combi	1	Panel	47.97	SQFT	
54	COA - A	Combi - A	1		160 x 270	CM	
55	COA - B	Combi - B	1		160 x 280	CM	

TOTAL AMOUNT

COMPANY NAME:

**AUTHORIZED REPRESENTATIVE/
DESIGNATION:**

DATE:

Prepared by:

for: 
JUAN M. PARCO, JR.
 OIC, EGSD