Republic of the Philippines OVERSEAS WORKERS WELFARE ADMINISTRATION OVERSEAS WORKERS WELFARE ADMINISTRATION 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. 2024-06-0077 DATE: 27-Jun-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 04 July 2024 @ 10:00 a.m.

Engr. GERARDO S. GATCHALIAN
Supply Officer

NIMFA C. UNICA OIC, PPMD

	TITLE/NAME: Proposal for One (1) Lot - Supply of Labor and Modular Table Partition (8 seats) including Mobile Cabinets a		or the Fab	rication of	DEALER'S/SUF	PPLIER'S OFFEI
TEM NO.	SPECIFICATIONS	QTY	UNIT	APPROVED BUDGET FOR CONTRACT (ABC)	UNIT COST (Vat inclusive)	TOTAL COS
	One (1) Lot - Supply of Labor and Materials for the Fabrication of additional Modular Table Partition (8 seats) including Mobile Cabinets and Chairs					
1.	LAMINATED WITH GLASS PARTITION			P 165,000.00		
	Laminated with Glass Partition	1	рс			
	- 45cm thickness					
	- anodized aluminum endthrims					
	- 120(w) x 120(h) cm					
	Laminated with Glass Partition	12	pcs			
	- 45cm thickness					
	- anodized aluminum endthrims					
	- 60(w) x 120(h) cm					
	Laminated with Glass Partition	3	pcs			
	- 45cm thickness					
	- anodized aluminum endthrims					
	- 140(w) x 120(h) cm					
	Table Top	2	pcs			
	- Laminated finish top					
	- with grommet hole					
	- 120(w) x 60(d)					
	Table Top	6	pcs			
	- Laminated finish top					
	- with grommet hole					
	- 140(w) x 60(d)					
2.	OFFICE CHAIR	8	pcs	P 36,000.00		
	- Leather Material, Computer Chair					
	- Color: Black					
	 with adjustable headrest footrest up to 135° angle seat adjustment, comfort reclining 360° swivel function 					
	- adjustable height					
	- tilting mechanism					
	- pneumatic height adjustment					

	- 150 kg. maximum weight capacity			-		
	- it is durable and comfortable					
	- five star chrome base					
3.	MOBILE PEDESTAL	8	pcs	P	28,000.00	
	- Color: Gray					
	- Regular Handle					
	- 400W x 550D x 660H					
	- 3 drawers with lock					
	Please see attached sample picture					
	Note:					
	the purpose of delivery of the exact specifications and description of the modular partition, the items shall be the same as the existing series of panels and materials. (Both as to colors and materials)					
	Additional Documentary Requirements must be submitted upon submission of offer:					
	PhilGEPS Certificate or PhilGEPS Registration Number					
	2. Mayor's / Business Permit					
	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

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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.

Brider Title/Name

Project Title/Name

PR No.

- PR No.

 Item/s delivered must have warranties for unit replacements, parts, labor or other services;

 Quoted prices must be inclusive of taxes and shall not exceed the Approved Budget for the Contract (ABC);

 Proposal/Quotation submitted without signature of the authorized signatory shall not be accepted;

 Proposal/Bid modifications submitted beyond the scheduled deadline shall not be considered;

- Price quoted/ submitted on the deadline shall be considered as final and unalterable;
 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 days upon receipt of PO/NTP

TERMS OF PAYMENT: Government Terms

PRICE VALIDITY: 30 days from date of quotation/proposal

Company Name			
	d Signature of Authorized epresentative		
	Designation		
Company	y Tel./Fax/Mobile No.		