## 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. 2024-09-01**11** DATE: 2-Oct-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 <a href="mailto:openced-letterhead

M. Hatchalian Engr. GERARDO S. GATCHALIAN

SAO, PPMD

NIMFA C. UNICA OIC, PPMD

OJECT TI	E/NAME: Proposal for the Supply and Delivery of Laptop Training Bags and T-Shirt relative to the					JPPLIER'S OFFER	
TEM NO.	SPECIFICATIONS	QTY	UNIT	APPROVED BUDGET PER LINE ITEM	UNIT COST (Vat inclusive)	TOTAL COST (Vat inclusive	
	Supply and Delivery of Laptop Training Bags and T-Shirt relative to the Requirements of ISO 9001:2015						
1.)	LAPTOP BAG	50	pcs	₱75,000.00			
	- Messenger Bag						
	- Shape: Horizontal Square						
	- Bag size: 30 cm X 12cm X 40cm						
	- Agency logo and name at the lower right of organizer compartment						
	- Color: Black						
	- Pattern: Solid Color						
	- Adjustable shoulder strap (adjustable hook, left and right switching)						
	- Water resistant zipper and fabric						
	- 2 rubber mats at the bottom						
	- Luggage strap at back				-		
	- 4 zipper pockets						
	- must provide sample before mass production				-		
2.)	T-SHIRT	50	pcs	₱25,000.00	<u> </u>		
	- Dri fit two-toned/color shirt, (black and gray or green and dark green) with Agency logo						
	- must provide sample before mass production						
	Additional Documentary Requirements must be submitted upon	itted upon					
	submission of offer:  1. PhilGEPS Certificate or PhilGEPS Registration Number						
	2. Valid Mayor's / Business Permit						
	Income / Business Tax Return (latest)  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: <a href="mailto:procurement@owwa.gov.ph">procurement@owwa.gov.ph</a>						

### GENERAL CONDITIONS

- 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;
- 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.

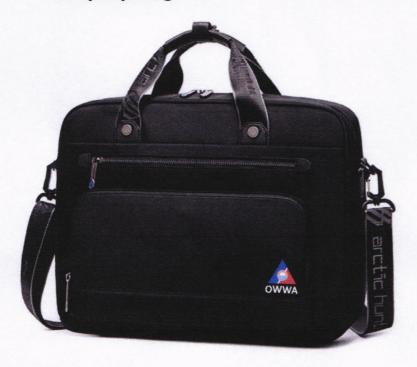
DELIVERY: 4-5 days after approval of sample

TERMS OF PAYMENT: Government Terms

PRICE VALIDITY: 60 days from date of quotation/proposal

Company Name			
Print Name	e and Signature of Authorized Representative		
	Designation		
Comp	pany Tel./Fax/Mobile No.		
	Date		

# **Laptop Bag**







**Back View** 

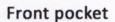


**Side View** 



**Bottom View** 

- Messenger bag
- · Shape: Vertical Square
- Bag size: 30cm x 12cm x 40 cm
- · Agency logo and name at the lower right of organizer compartment
- Color: Black
- Pattern: Solid Color
- Adjustable Shoulder Strap (Adjustable hook, left and right switching)
- Water resistant zipper and fabric
- Shock absorption: High density sponge, concave and convex design
- 2 rubber mats at the bottom
- Luggage strap at back
- 4 zipper pockets
  - Front pocket for mobile phone or wallet
  - Organizer compartment for power banks, pens, key holder, mobile phone, or wallet
  - Quick assess compartment for tablet, wallet, or mobile phone
  - Electronic compartment for laptop, power banks, tablet, documents, or notebook



### **Organizer Compartment**



## Quick Access Compartment





**Electronic Compartment** 





OCT 0 3 2024