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. 2024-02-0008 DATE: 26-Feb-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 March 2024, 10:00 a.m.

MARIAN GABRIELLE F. PIZARRA Supply Officer Engr. GERARDO S. GATCHALIAN
OIC, PPMD

ROJECT	ROJECT TITLE/NAME: Rebidding for the Supply and Delivery of Various Office			ipment	DEALER'S/SUPPLIER'S OFFER	
ITEM NO.	SPECIFICATIONS	QTY	UNIT	APPROVED BUDGET PER LINE ITEM (ABC)	UNIT COST (Vat inclusive)	TOTAL COST (Vat inclusive
1.	Supply and Delivery of Various Office Furniture and Equipment, as follows:					
	CASH BOX	2	units	₱2,000.00		1 1000000000000000000000000000000000000
	Material: Metal Uses: Convenience Safe Box, Password Box Internal Structure: 5 x Open Grid With 2 Keys External Size: 280mm x 352mm x 150mm Internal Size: 226mm x 313mm x 65 Holds document up to: A4 size			per unit		
	VAULT	1	unit	P25.000.00		
	Dimensions: Height: 800mm, Width: 450mm , Deep: 380mm Solid cylindrical latch Thickened alloy integrated door panel Mechanical password turntable Adjustable partitions All-steel mechanical panel					
	CLERICAL CHAIR	3	units	₱8,000.00		
	Black vinyl upholstery High back design Pneumatic Swivel Seat Height Adjustment Heavy duty nylon base Overall Dimensions: 25" W x 26" D x 41.25" - 45" H Back size: 20" W x 26" H Seat size: 20" W x 19.5" D Seat height: 17" - 21" H Arm height: 17" - 21" H Weight capacity: 250 Color: Black Material: Foam, Metal, Vinyl, Leather			per unit		
	VISITOR'S CHAIR	10	units	₱7,000.00		
	Durable and comfortable Perfect for office and home use Easy to assemble Easy to clean Dimension: Height: 76.5cm, Depth: 41cm, Width: 46cm			per unit		
	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

- Entries must be typewritten / if handwritten, it must be clear and legible;
 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.

- 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;
- 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.

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DELIVERY: 15 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.
	-

Office Cash Box

Material: Metal

· Uses: Convenience Safe Box, Password Box

· Internal Structure: 5 x Open Grid

· With 2 keys size:

External Size: 280mm x 352mm x 150mm

Internal Size: 226mm x 313mm x 65

Holds document up to: A4 size



PER LINE ITEM



Office Vault (Small)

- Dimensions
 Height: 800mm , Width: 450mm , Deep: 380mm
- Solid Cylindrical Latch
 Thickened alloy integrated door panel
 Mechanical Password Turntable
 Adjustable partitions
- · All-steel mechanical panel

1 UNIT

\$25,000.00

PER UNE ITEM

MARIA DIVINA M. MUMAR OWWO III / Collecting Officer

Office Chair

Black Vinyl Upholstery

High Back Design

Pneumatic Swivel Seat Height Adjustment

Heavy Duty Nylon Base

Overall Dimensions: 25"W x 26"D x 41.25" - 45"H

Back Size: 20"W x 26"H

Seat Size: 20"W x 19.5"D

Seat Height: 17" - 21"H

Arm Height From Floor: 24" - 28"H

• Weight Capacity: 250

Color: Black

Material: Foam, Metal, Vinyl, Leather

3 UNITS

\$8,000.00 each

PER UNE ITEM



Office Visitors Chair

Durable and Comfortable.

Perfect for office and home use.

Easy to assemble.

Easy to clean.

DIMENSION

Height: 76.5cm

Depth: 41cm

Width: 46cm

10 UNITS

PER UNE ITEM

