

Republic of the Philippines
 Department of Migrant Workers
OVERSEAS WORKERS WELFARE ADMINISTRATION
 Regional Welfare Office IX
 Zamboanga City

REQUEST FOR PRICE QUOTATION

Date: **May 21, 2025**

Sir/Madam:

Please quote your lowest price/s, taxes included on the item/s hereunder listed, subject to the General conditions indicated herein, stating the shortest time of delivery and submit your quotation enclosed in a sealed envelop marked "PROPOSAL TO SUPPLY" using your company letterhead or this form duly signed by your official representative to the Regional Welfare Office IX, 3/F Goodwill Bldg., Mayor Jaldon Street, Canelar, Zamboanga City not later than ___on_____2025 at which time all sealed proposal will be opened.


ROSALITO A. SULTAN
 HEAD OF PROCURING AGENCY

QUANTITY	UNIT	PARTICULARS	Amount
		PROCUREMENT OF VARIOUS SUPPLIES FOR MIGRANTS BREW COFFEE SHOP:	
10	PACK	COFFEE BEANS, 1KG	
10	PACK	PLAIN CRACKERS	
1000	PC	DISPOSABLE COFFEE CUPS, BROWN/BLACK WITH LID	
15	PACK	ASSORTED CANDIES	
20	PACK	BROWN SUGAR PACKET (5g)	
20	PACK	WHITE SUGAR PACKET (5g)	
30	PACK	COFFEE CREAMER (5g)	
1000	PC	STIRRER	
10	PACK	TABLE NAPKIN TISSUES (1,000 SHEETS PER PACK)	
		Approved budget for the Contract Php <u>15,000</u>	
		Terms and Conditions:	
		1. Entries must be encoded/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, etc.)	
		4. All quotations can be submitted through the following means: a) in a SEALED ENVELOPE, or b) thru ELECTRONIC MAIL. Label the envelope with the following:	
		Bidder's Company Name	
		PhilGEPS Reference Number	
		Project Title/Name	
		5. Quoted prices must be inclusive of taxes and shall not exceed the ABC;	
		6. Proposal/Quotation submitted without signature of the authorized signatory shall not be accepted;	
		7. Proposal/Quotation submitted beyond the deadline shall not be considered;	
		8. Price quoted/submitted on the deadline shall be considered as final and unalterable;	
		9. Proposal/Quotation submitted without signature of the authorized signatory shall not be accepted;	
		10. Proposal/Quotation submitted beyond the scheduled deadline shall not be considered;	
		11. 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 the GPPB Circular No. 06-2005;	
		12. 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.	
		Note: Bidders may also submit their bid proposal and supporting documents through email address: region9@owwa.gov.ph	
		Terms of Payment: Government Terms	
		Delivery Period: 1-5 Calendar days upon PO/NTP	
		** Nothing Follows**	
		Terms of Payment: Government Terms	

Name of Company

Complete Address

Tin number () VAT OR () NON-VAT

Telephone No./Fax

Printed Name of Manager/

Printed Name of Manager/Authorized representative

Signature of Manager/Authorized representative