



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF NATIONAL DEFENSE
GOVERNMENT ARSENAL
Camp General Antonio Luna
Lamao, Limay, Bataan

REQUEST FOR QUOTATION
RFQ Nr. GA-BAC-AM #19-074

The Government Arsenal Bids and Awards Committee (GA BAC), through its Canvass Committee, will undertake the Procurement of Ink and Adhesive for Laser Marking and Packaging Machine thru Small Value Procurement in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

Name of Project : *Procurement of Ink and Adhesive for Laser Marking and Packaging Machine*

Approved Budget for the Contract : Eighty Eight Thousand Two Hundred Pesos (PhP88,200.00)

Specifications : See the attached Annex "A" for specifications

Delivery Place : Camp Gen. Antonio Luna, Lamao, Limay, Bataan

Delivery Schedule : Within forty five (45) calendar days from receipt of Purchase Order

Price Validity : Not less than 60 days from submission of proposal

Mode of Payment : Through Modified Disbursement Scheme (MDS) Checks or Direct Payment Scheme via bank debit system through issuance of Advice to Debit Account (ADA) of Supplier (DBM Circular 2013-16 dated December 23, 2013) after delivery and acceptance at the Government Arsenal

Interested suppliers are required to submit the following:

- a) Signed Price Quotation and General Conditions (Annex "A" and "B")
- b) Valid and Current Mayor's Business Permit
- c) Proof of PhilGEPS Registration or PhilGEPS Registration Number
- d) Income / Business Tax Return
- e) Notarized Omnibus Sworn Statement with corresponding Notarized Secretary's Certificate / Board or Partnership Resolution / Special Power of Attorney, whichever is applicable (Annex "C")

Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated in Annex "A" and other terms and conditions stated in the price quotation form.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his / her duly authorized representative/s.

The submission of properly marked & sealed quotation together with the required eligibility documents, addressed to the GA Canvas Committee is on or before **1:30 p.m.** of **24 May 2019** at Government Arsenal Conference Room, Camp General Antonio Luna, Lamao, Limay, Bataan.

For inquiry, you may contact Ms. Willabelle S. Bulan or Mr. Kelvin John B. Ocampo at Tel. nr. 047-244-5624 or 047-244-5626 local 6342.

Very truly yours,


MS. TERESITA L. VITUG

Chairperson, Bids and Awards Committee 



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF NATIONAL DEFENSE
GOVERNMENT ARSENAL
Camp General Antonio Luna
Lamao, Limay, Bataan

Annex "A"

PRICE QUOTATION FORM
Ink and Adhesive for Laser Marking and Packaging Machine
RFQ Nr. GA-BAC-AM #19-074

Date: _____

To: GA Bids and Awards Committee
Thru: Canvass Committee
Government Arsenal
Camp Gen. Antonio Luna,
Lamao, Limay, Bataan

Sir/Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the item/s as follows:

Item No.	Description	Unit	Qty	Unit ABC	Bid / Unit
1	5803 Black Touch Dry Ink Standard Packaging: 10 pcs/pack	pc	20	2,860.00	
2	Termomelt Ecotop 15 Adhesive Standard Packaging: 25 kg/bag	kg	50	620.00	

The above quoted prices are inclusive of all costs and applicable taxes.

NOTES:

a. Section 32.2.1a RA 9184 for item/s with no quotation/s, please write "No bid" or "No quote". If no price is indicated, the quotation shall be considered as non-responsive. Specifying a zero (0) or a dash (-) for the item would mean that it is being offered for free to the Government Arsenal.

b. Alternative Bids shall be rejected. For this purpose, alternative bid is an offer made by a Bidder in addition or as a substitute to its original bid which may be included as part of its original bid or submitted separately therewith for purposes of bidding. A bid with options is considered an alternative bid.

Very truly yours,

Signature over Printed Name

Tel / Fax No / Email

Business Name/Address

TIN

Quotation No. GA-BAC-AM #19-074

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GENERAL CONDITIONS

1. All provisions on this General Conditions shall apply on the Purchase Order (PO).
2. The acceptance of the PO is an affirmation that the supplier has the capability and responsibility to deliver the items as per quantity, specifications, price and delivery period.
3. In case of failure by the contractor to fully and faithfully comply with its contractual obligations without valid cause, or failure by the contractor to comply with any written lawful instruction of the procuring entity or its representative(s) pursuant to the implementation of the contract, the latter, if deemed necessary, may apply the rules of suspension or blacklisting as specified in the IRR of RA9184.
4. Delivery of the items should be accompanied with the following documents:
 - a. Original Copy of Invoice and Delivery Receipt
 - b. Original Purchase Order (PO) duly signed by the supplier
5. When delivery of items cannot be made within the stipulated time, extension of delivery period maybe granted upon written request and approval before the default is incurred, subject to the following conditions:
 - a. When the delay has been caused by an act of the Government, force majeure or to conditions clearly beyond the supplier's control
 - b. Supplier's failure to meet the delivery due date will authorize the Government Arsenal thru its Procurement Officer to impose any or all of the following:
 - A penalty of a deduction from Invoice value as liquidated damages in the amount of 1/10 of 1% for each day of delay of the total value of the Order or of the total undelivered portion thereof;
 - The Arsenal will purchase in the open market the undelivered items and charge the defaulting supplier/s the excess in price, if any;
 - Refusal by the defaulting supplier/s to shoulder the price difference shall be ground for disqualification in the future bids.
6. If the delivery of the materials is rejected and not in accordance with specifications, it will be considered as if no delivery has been made, the supplier is given ten (10) calendar days after receipt of written information to replace the delivery. All materials that were rejected shall be withdrawn from the place of delivery at the expense of the supplier within five (5) days from receipt of notification. Failure to withdraw beyond the specified period shall relieve the Arsenal from any liability that may arise there from.
7. In the event any or all items in the P.O. cannot be delivered for reasons beyond your control, inform officially in writing the Procurement Officer, Arsenal, DND, Lima, Bataan.

Signature over Printed Name

Business Name/Address

Omnibus Sworn Statement

REPUBLIC OF THE PHILIPPINES)
 CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, *[Name of Affiant]*, of legal age, *[Civil Status]*, *[Nationality]*, and residing at *[Address of Affiant]*, after having been duly sworn in accordance with law, do hereby depose and state that:

1. **Select one, delete the other:**

If a sole proprietorship: I am the sole proprietor or authorized representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

If a partnership, corporation, cooperative, or joint venture: I am the duly authorized and designated representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

2. **Select one, delete the other:**

If a sole proprietorship: As the owner and sole proprietor, or authorized representative of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Name of the Project]* of the *[Name of the Procuring Entity]*, as shown in the attached duly notarized *Special Power of Attorney*;

If a partnership, corporation, cooperative, or joint venture: I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Name of the Project]* of the *[Name of the Procuring Entity]*, as shown in the attached *[state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable:)]*;

3. *[Name of Bidder]* is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board;
4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
5. *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. **Select one, delete the rest:**

If a sole proprietorship: The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a partnership or cooperative: None of the officers and members of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a corporation or joint venture: None of the officers, directors, and controlling stockholders of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. [Name of Bidder] complies with existing labor laws and standards; and
8. [Name of Bidder] is aware of and has undertaken the following responsibilities as a Bidder:
- a) Carefully examine all of the Bidding Documents;
 - b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
 - c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d) Inquire or secure Supplemental/Bid Bulletin(s) issued for the [Name of the Project].
9. [Name of Bidder] did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 2019 at _____, Philippines.

Bidder's Representative/Authorized Signatory
Affiant