



REPUBLIC OF THE PHILIPPINES
Department of Health
NATIONAL CENTER FOR MENTAL HEALTH
Nueva de Febrero Street, Mandaluyong City, Philippines
BIDS AND AWARDS COMMITTEE



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SOLICITATION NO.: NCMH-Small Value Procurement
Supply and Delivery of Fire Extinguisher (Brand New and Refill) CY 2023 (LOT)

REQUEST FOR QUOTATION

September 08, 2023

Company/Business Name: _____

Address: _____

Business/Mayor's Permit No.: _____

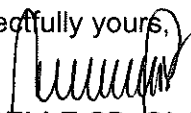

TIN: _____

PhilGEPS Registration Number: _____

The **National Center for Mental Health (NCMH)**, through its Bids and Awards Committee (BAC), intends to procure the **Supply and Delivery of Fire Extinguisher (Brand New and Refill) CY 2023 (LOT)** through **Section 53.9 (Negotiated Procurement – Small Value Procurement)** of the 2016 Revised Implementing Rules and Regulations under Republic Act No. 9184.

Please quote your lowest price on the items herewith attached, subject to the General Conditions, and stating the shortest time of delivery. Submit your **sealed quotation** using this form duly signed by your authorized representative together with the documentary requirements **not later than September 14, 2023, 4:00 PM**. Kindly transact / address directly at the BAC Secretariat Office. For inquiries, you may call 8531-9001 local 239 or 1823.

Respectfully yours,


RUSSELLE SP. OLASO, MPA
Head, BAC Secretariat 

General Conditions:

1. Bid offer must meet the minimum technical specifications.
2. Delivery period shall be within a maximum period of Seven (7) calendar days upon receipt of approved Notice to Deliver (NTD)
3. *Price validity and payment terms* shall be for a minimum period of thirty (30) *calendar days*.

4. Documentary requirements:
 - a. **Mayor's / Business Permit** (Attached Official Receipt)
 - b. **PhilGEPS Registration Number or PhilGEPS Certificate**
 - c. **Annual Income Tax / Business Tax Return** (with corresponding eFPS Filing Reference Number and successful payment page or its equivalent proof of payment, if applicable)
 - d. **Notarized Omnibus Sworn Statement**
 (For Corporation – Attached Corporate Secretary Certificate)
 (For Sole Proprietorship – Attached Special Power of Attorney)
5. **Failure to comply with the stated general conditions constitutes a disqualification.**
6. The NATIONAL CENTER FOR MENTAL HEALTH reserves the right to reject any or all bids, to waive any defect, and accept such bids advantageous to the government, and that it reserves the right to rescind the contract and debar the dealer from entering in future biddings of the center.

Notes:

- All documents must be **Certified True Copy (CTC)**. Bidder's certification is acceptable.
- On documents (licenses, certificates and/or registrations) for renewal, bidders are required to attach Official Receipt (OR) as proof of payment.
- Documentary requirements must be arranged in the above sequence/order & placed in a folder. **This form (RFQ) must be in a sealed envelope.** Both folder (documentary requirements) and envelope (price quotation) should be placed on an envelope of any color with proper label as shown below. Bidder may opt to use their own company letterhead using the format below.
- ***SAMPLE must be provided within 3 calendar days upon request of the End-User.***

MARKING / LABEL OF PRICE QUOTATION

1. Sealed Price Quotation Envelope:

<p>Request for Quotation Supply and Delivery of <u>(Title of the Project)</u> CY 2023</p>	
<p>Item/s bid:</p>	
1.	_____
2.	_____
<p>Name of Company / Bidder: Tel. no.: Fax no.:</p>	

2. Documentary Requirements Folder:

<p>Request for Quotation Supply and Delivery of (Title of the Project) CY 2023</p>	
	<p>Item/s bid:</p>
1.	_____
2.	_____
<p>Name of Company / Bidder: Tel. no.: Fax no.:</p>	

3. Mother Envelope:

<p>Request for Quotation Supply and Delivery of (Title of the Project) CY 2023</p>	
<p>Name of Company / Bidder: Tel. no.: Fax no.:</p>	
<p>DO NOT OPEN ON OR BEFORE: (indicate closing date PhilGEPS)</p>	

After having carefully read and accepted the General Conditions, I/we submit our quotation/s for the item/s below:

Supply and Delivery of Fire Extinguisher (Brand New and Refill) CY 2023 (LOT)				
	YES	NO	REMARKS	
(LOT)	<p>FIRE EXTINGUISHER, DRY CHEMICAL (BRAND NEW) (Mono-ammonium phosphate powder)</p> <p>Specification:</p> <ul style="list-style-type: none"> • With pressure indicating gauge • With mounted wall bracket (Free) • Powder Type • Locally Assemble • Suitable for multi-purpose protection • With 1 year warranty • With warranty certificate 			
	FIRE EXTINGUISHER (NEW), 10LBS, DRY CHEMICAL			
	FIRE EXTINGUISHER (NEW), 20LBS, DRY CHEMICAL			
<p>FIRE EXTINGUISHER, DRY CHEMICAL (REFILL) (Mono-ammonium phosphate powder)</p> <p>Specification:</p> <ul style="list-style-type: none"> • Refill includes general cleaning of Fire Extinguisher • FREE leak test of Fire Extinguisher 				

	<ul style="list-style-type: none"> • FREE pick-up and delivery • With 1 year warranty • Provided with service units upon pick-up • With warranty certificate 			
	FIRE EXTINGUISHER (REFILL), 5LBS, DRY CHEMICAL			
	FIRE EXTINGUISHER (REFILL), 10LBS, DRY CHEMICAL			
	FIRE EXTINGUISHER (REFILL), 20LBS, DRY CHEMICAL			
	FIRE EXTINGUISHER (REFILL), 50LBS, DRY CHEMICAL			
	FIRE EXTINGUISHER (REFILL), 75LBS, DRY CHEMICAL			

FINANCIAL OFFER:

Please quote your **lowest/best offer** for the items below. Please do not leave blank items. Indicate “N/A” if the item is Not Applicable/Available.

SUMMARY OF APPROVED BUDGET				OFFERED QUOTATION		
Supply and Delivery of Fire Extinguisher (Brand New and Refill) CY 2023 (LOT)	Qty	Approved Budget for the Contract	Supply and Delivery of Fire Extinguisher (Brand New and Refill) CY 2023 (LOT)	Qty	Total Offered Quotation	
FIRE EXTINGUISHER, DRY CHEMICAL (BRAND NEW) (Mono-ammonium phosphate powder) Specification: <ul style="list-style-type: none"> • With pressure indicating gauge • With mounted wall bracket (Free) • Powder Type • Locally Assemble • Suitable for multi-purpose protection • With 1 year warranty • With warranty certificate 						
(LOT)	FIRE EXTINGUISHER (NEW), 10LBS, DRY CHEMICAL	21 unit	Unit Price: PHP 2,772.00 / Total Price: PHP 58,212.00			
	FIRE EXTINGUISHER (NEW), 20LBS, DRY CHEMICAL	116 unit	Unit Price: PHP 4,536.00 / Total Price: PHP 526,176.00			
FIRE EXTINGUISHER, DRY CHEMICAL (REFILL) (Mono-ammonium phosphate powder) Specification: <ul style="list-style-type: none"> • Refill includes general cleaning of Fire Extinguisher 						

<ul style="list-style-type: none"> • FREE leak test of Fire Extinguisher • FREE pick-up and delivery • With 1 year warranty • Provided with service units upon pick-up • With warranty certificate 					
FIRE EXTINGUISHER (REFILL), 5LBS, DRY CHEMICAL	11 unit	Unit Price: PHP 373.33 / Total Price: PHP 4,106.63			
FIRE EXTINGUISHER (REFILL), 10LBS, DRY CHEMICAL	30 unit	Unit Price: PHP 714.00 / Total Price: PHP 21,420.00			
FIRE EXTINGUISHER (REFILL), 20LBS, DRY CHEMICAL	165 unit	Unit Price: PHP 1,428.00 / Total Price: PHP 235,620.00			
FIRE EXTINGUISHER (REFILL), 50LBS, DRY CHEMICAL	1 unit	Unit Price: PHP 3,733.33 / Total Price: PHP 3,733.33			
FIRE EXTINGUISHER (REFILL), 75LBS, DRY CHEMICAL	1 unit	Unit Price: PHP 4,500.00 / Total Price: PHP 4,500.00			
TOTAL:		Eight Hundred Fifty-Three Thousand Seven Hundred Sixty-Seven Pesos and 96/100 only		TOTAL:	
		(PHP <u>853,767.96</u>)			

Brand and model: _____
 Delivery period: _____ Max of 7 Calendar Days
 Warranty: _____ Min of 3 months (supplies)
 _____ Min of 1 year (equipment)
 Price validity: _____ Min of 30 Calendar Days
 Payment terms: _____ Min of 30 Calendar Days

SUBMITTED AND CONFORMED BY:

 PRINTED NAME AND SIGNATURE OF REPRESENTATIVE

 POSITION/DESIGNATION

 CONTACT NUMBER/S

 EMAIL ADDRESS