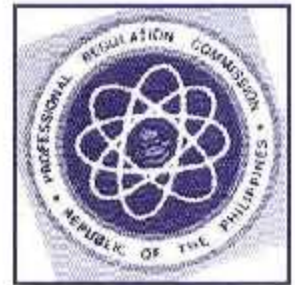




## Bids and Awards Committee

Republic of the Philippines  
Professional Regulation Commission  
Skypark, Limketka Center, Cagayan de Oro City  
Tel. Fax: (08822) 712-772  
Email: prc.cdobac2018@gmail.com



FLORIZA A. TAN  
Chairman

MARIA MELACROS A. GOLIS  
Vice-Chairperson

DAVID Q. ALBAÑO  
Member

DONNA T. GARZON  
Provisional Member

MARICOR N. EMPEDRAD  
Provisional Member

### SECRETARIAT:

REZALYN A. MAPUTOL  
Secretary

KRISTIAN IVY G. PO  
Member

PINK HYACINTH M. RONSABLE  
Member

### REQUEST FOR QUOTATION (RFQ) No. 2018-001 (Negotiated Procurement)

Date: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Name of Company: \_\_\_\_\_

Address: \_\_\_\_\_

Contact details: \_\_\_\_\_

Dear Sir/Madam:

The Bids and Awards Committee of the Professional Regulation Commission is inviting you to participate in the Negotiated Procurement under Section 53.9 – Small Value Procurement of the 2016 Revised IRR of R.A. No. 9184 for the project: **Procurement of Air Conditioning Units (ACU)**.

We are furnishing you herewith a copy of the posted Request for Quotation with Annexes "A-B", for your reference.

For inquiries you may email at [prc.cdobac2018@gmail.com](mailto:prc.cdobac2018@gmail.com) or you may call the BAC Secretariat at Facsimile No. (08822) 712-772.

Thank you.

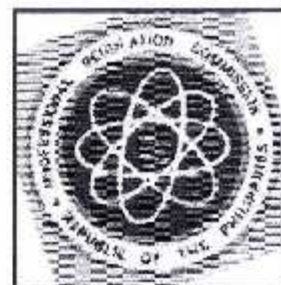
Very truly yours,

  
FLORIZA A. TAN  
Senior PRO  
BAC Chairman



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Member

### REQUEST FOR QUOTATION (Negotiated Procurement)

The **PROFESSIONAL REGULATION COMMISSION (PRC)**, with address at Skypark, Limketkai Center, Cagayan de Oro City, through its Bids and Awards Committee (BAC), will undertake a Negotiated Procurement for the Project: **Procurement of Air Conditioning Units (ACU)** in accordance with Section 53.9 (Small Value Procurement) of The 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184.

**Name of Project :** 1 Lot - Procurement of Air Conditioning Units, (ACU) RFQ – NP No. 2018 – 001

**Approved Budget for the Contract:** Three Hundred Twenty Four Thousand Nine Hundred Ninety Pesos (P 324,990.00)

**Location :** Professional Regulation Commission  
Skypark, Limketkai Center, Cagayan de Oro City

**Specification :** See attached **Annex "A"** for the Term of Reference and **Annex "B"** for Financial Bid.

**Delivery Date :** Seven (7) working days upon receipt of Purchase Order (PO)

Interested bidders who are legally, technically and financially capable may submit their accomplished open quotation/proposal (**Annex "B"**) manually, through facsimile or via email, duly signed by the owner or his duly authorized representative **on or before 3 o'clock in the afternoon of September 7, 2018** manually at the BAC Office, Skypark, Limketkai Center, Cagayan de Oro City, at which time the envelope containing the quotation or via email at [prc.cdobac2018@gmail.com](mailto:prc.cdobac2018@gmail.com) will be evaluated at the Office of the BAC Secretariat, at PRC Cagayan de Oro Regional Office X, in the presence of the representative who may choose to attend.

#### ❖ TERMS AND CONDITIONS

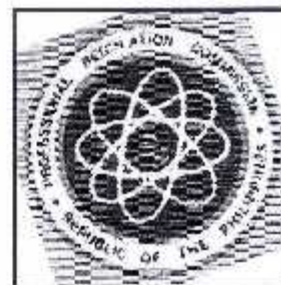
1. Bidders shall provide correct and accurate information required in this form.
2. Price quotations/s must be valid for a period of Thirty (30) calendar days from the date of the submission of the quotation.
3. Price quotation/s to be denominated in the Philippine peso shall include all taxes, duties and/or levies payable.
4. All quotations exceeding the Approved Budget for the Contract shall be automatically rejected.
5. Award of Contract shall be made to the lowest quotation which complies with the minimum technical specifications and other terms and conditions stated herein.





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Professional Regulation Commission  
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Member

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Member

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

Copies of the following eligibility requirements (or its equivalent/or if applicable) are also required to be submitted along with the quotation/proposal:

1. Valid Mayor's / Business Permit
2. PhilGEPS Registration Number
3. Latest Income / Business Tax Return
4. Omnibus Sworn Statement
5. BIR Certificate of Registration
6. DTI Registration

*\*For Individual (only the BIR Certificate of Registration shall be submitted in lieu of DTI Registration and Mayor's Permit)*

PRC reserves the right to accept or reject any or all quotations and to impose additional terms and conditions as it may deem proper.

For inquiries, you may contact the BAC Secretariat at Facsimile No. (08822) 712-772.

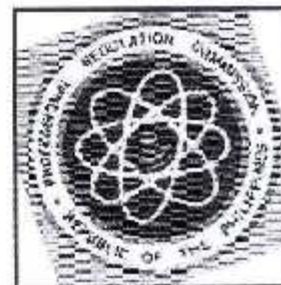
Very truly yours,

FLORIZA A. TAN  
Senior PRO  
BAC Chairman



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ANNEX "A"

FLORIZA A. TAN  
Chairman

MARIA MELAGROS A. GOLIS  
Vice Chairperson

DUSTIN Q. ALBAÑO  
Member

DONNA T. GARZON  
Provisional Member

MARICHOR N. EMPEDRAD  
Provisional Member

SECRETARIAT:

REZALYN A. MAPUTOL  
Secretary

KRISTIAN IVY G. PO  
Member

PINK HYACINTH M. RONSABLE  
Member

### TERMS OF REFERENCE (TOR)

#### PROCUREMENT OF AIR CONDITIONING UNITS (ACU)

(Through Negotiated Procurement Pursuant to Section 53.9 of the 2016 Revised Implementing Rules and Regulations of R.A. 9184)

#### I. Approved Budget for the Contract

The supplier shall bid for all items described in this Terms of Reference, which shall not exceed the Approved Budget for the Contract (ABC) in the amount of Three Hundred Twenty Four Thousand Nine Hundred Ninety Pesos (P 324,990.00), inclusive of all applicable bank and government charges.

#### II. Specification

DESCRIPTION	QUANTITY
Floor Mounted, 3 tonner, Inverter, Indoor Unit • Cooling Capacity: 21,000 – 42,000 kJ/Hr • System Power Input: 1,850 – 4,400 Watts • EER: 11.4 – 9.5 kJ/W-Hr • System Current: 8.0 – 20 • Power Supply: 230/1/160 • Refrigerant: R410A  <b>Inclusion:</b> All costs of installation, labor and materials including excess of copper tubing and wirings.	3 units

**NOTE: INCLUSIVE OF 1 YEAR WARRANTY ON PARTS AND LABOR.**

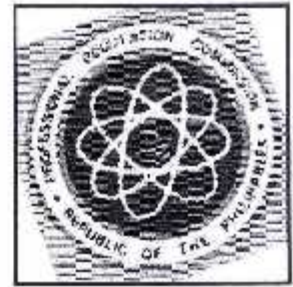
ACKNOWLEDGMENT AND COMPLIANCE  
WITH THE TERMS OF REFERENCE FOR THE  
PROCUREMENT OF AIR CONDITIONING UNITS (ACU)

SIGNATURE OVER PRINTED NAME  
OF AUTHORIZED REPRESENTATIVE,  
DESIGNATION AND PRINTED NAME OF COMPANY



## Bids and Awards Committee

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Provisional Member

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REZALYN A. MAPUTOL  
Secretary

KRISTIAN IVY G. PO  
Member

PINK HYACINTH M. RONSABLE  
Member

### ANNEX "B"

### PRICE QUOTATION SHEET FINANCIAL BID

Having read, examined and accepted the Terms of Reference on the subject Request for Quotation (RFQ), I/We submit our quotation/s for the item/s as follows:

Total Bid Price for the Project (Inclusive of all Taxes)

In Figures: \_\_\_\_\_

In Words: \_\_\_\_\_

\*THE BID/QUOTED PRICE SHALL NOT EXCEED THE APPROVED BUDGET FOR THE CONTRACT INCLUSIVE OF VAT.

\_\_\_\_\_  
Bidder's authorized signature over printed name

Designation: \_\_\_\_\_

Name of Company: \_\_\_\_\_

Address: \_\_\_\_\_

Contact No: \_\_\_\_\_