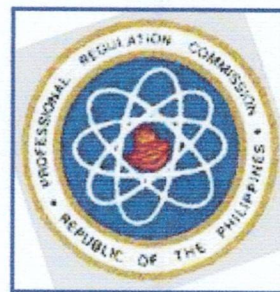




Bids and Awards Committee


Republic of the Philippines
Professional Regulation Commission
REGIONAL OFFICE III
PEO Annex Bldg. Provincial Capitol Compound, City of San Fernando
prcregion3.bac@gmail.com / Tel. No. 045-404-0236





REGULAR MEMBERS:


JANICE L. SAN JOSE
Chairperson



DR. MARIA ELLEN RUDITHA A. QUINICIO
Vice-Chairperson


ATTY. JOSHUA P. BUMACOD
Member


GLENDA B. SAPON
Member


MARGIERY D. DULIN
Member

SECRETARIAT:


DARWIN J. LANGWAS
Secretary


DOMINIQUE M. RAMOS
Member


PAOLO A. FONTANILLA
Member

REQUEST FOR QUOTATION (RFQ) No. 2025-07-012 (Direct Contracting)

Date: July 07, 2025

Contact Person:

Name of Venue/Company:

Address:

Contact details:

Dear Sir/Madam:

The Regional Bids and Awards Committee (RBAC) of the Professional Regulation Commission Regional Office 3 is inviting you to participate in the **SUPPLY AND DELIVERY OF DUPLO MACHINE CONSUMABLES** through Alternative Mode of Procurement – Direct Contracting, under Section 50 of the 2016 Revised IRR of R.A. No. 9184.

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

For inquiries, you may call the RBAC Secretariat at facsimile No. (045) 404-0236 or email at prcregion3.bac@gmail.com.

Thank you.

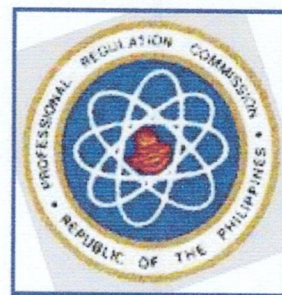
Very truly yours,


JANICE L. SAN JOSE
RBAC Chairperson



Bids and Awards Committee

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GLENDAB. SAPON
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MARGIER D. DULIN
Member

SECRETARIAT:

DARWIN P. LANGWAS
Secretary

DOMINIQUE M. RAMOS
Member

PAOLO A. FONTANILLA
Member

REQUEST FOR QUOTATION (Direct Contracting)

The **PROFESSIONAL REGULATION COMMISSION Regional Office 3**, with address at 2F & 3F New PEO Annex Building, Provincial Capitol Compound, CSFP, through its Regional Bids and Awards Committee (RBAC), will undertake a Negotiated Procurement for the Project: **Supply and Delivery of Duplo Machine Consumables** in accordance with Section 50 (Direct Contracting) of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184.

Name of Project :	Supply and Delivery of Duplo Machine Consumables
Approved Budget for the Contract :	One Hundred Fifty- Two Thousand Seven Hundred Pesos (Php 152,700.00) inclusive of all applicable bank and government charges
Location :	Professional Regulation Commission Region III 2F & 3F New PEO Annex Building, Provincial Capitol Compound, CSFP
Specification :	See attached Annex "A" for the Terms and Conditions and Annex "B" for Financial Bid.
Delivery Date :	Within 10 days upon receipt of Notice to Proceed

The Direct Contracting for procurement of various consumables of Duplo Machine will be undertaken in accordance with Section 50 of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act No. 9184, hence, the proprietary source or exclusive dealer is invited to submit an accomplished sealed or open quotation/proposal personally, or via email, duly signed by the owner or his duly authorized representative using the "PRC Official Forms" provided herein **on or before 10:00 AM of July 14, 2025.**

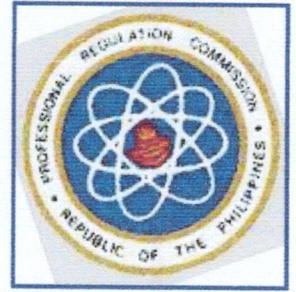
Copies of the following eligibility requirements are also required to be submitted along with your quotation/proposal:

1. Valid Mayor's / Business Permit
(In exceptional cases where the LGU concerned has not yet released the Mayor's Permit, Bidders, in lieu of the valid Mayor's Permit may submit a substantial proof of renewal of Mayor's Permit, such as Official Receipt of payment)
2. Proof of Valid PhilGEPS Certificate of Registration
3. Latest Income/Business Tax Return
(for ABCs above P500,000.00)
4. Notarized Omnibus Sworn Statement
5. Duly Notarized Secretary's Certificate for Partnership and Corporations / Authorization to sign as representative for Sole Proprietorship including photocopy of valid government issued identification (ID).
6. Certificate of Exclusive Distributor



Bids and Awards Committee

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REGULAR MEMBERS:


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Chairperson



DR. MARIA ELLEN RUDITHA A. QUINICIO
Vice-Chairperson


ATTY. JOSHUA R. BUMACOD
Member


GLENDA B. SAPON
Member


MARGIERY D. DULIN
Member

SECRETARIAT:


DARWIN LANGWAS
Secretary


DOMINIQUE M. RAMOS
Member


PAOLO A. FONTANILLA
Member

- ❖ *For Individual (only the BIR Certificate of Registration shall be submitted in lieu of DTI Registration and Mayor's Permit)*
- ❖ *For procurement requiring Mayor's Permit and PhilGEPS Registration Number, Certificate of Platinum membership may be submitted in lieu of the said documents.*

PRC assumes no responsibility whatsoever to compensate or indemnify proponents for any expenses incurred in the preparation of the proposal.

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 RBAC Secretariat at facsimile No. (045) 404-0236.

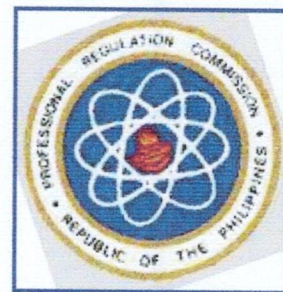
Very truly yours,


JANICE L. SAN JOSE
RBAC Chairperson



Bids and Awards Committee

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ANNEX "A"

REGULAR MEMBERS:

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Chairperson

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Vice-Chairperson

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GLEND A. SAPON
Member

MARGIER D. DULIN
Member

SECRETARIAT:

DARWIN P. LANGWAS
Secretary

DOMINIQUE M. RAMOS
Member

PAOLO A. FONTANILLA
Member

TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. The bidder shall submit their proposal through their duly authorized representative using the provided **OFFICIAL FORMS (Annex "A" & "B")**.
3. Price quotation/s must be valid for a period of Thirty (30) calendar days from the date of the submission of the quotation.
4. Price quotation/s to be denominated in the Philippine peso shall include all taxes, duties and/or levies payable.
5. All quotations exceeding the Approved Budget for the Contract shall be automatically rejected.
6. Any erasures or overwriting shall be valid only if they are properly signed by the owner or his/her authorized representative.
7. The bidder shall permit the Procuring Entity (PE) to inspect the bidder's attached eligibility requirements and other records to have them examined by the Regional Bids and Awards Committee (RBAC) and/or its representative.
8. Before or on the day of the delivery of the goods, the Technical Working Group (TWG) and the Inspection Officer (IO) of the PE shall have the right to inspect and/or to test the goods to the conformity to the specifications at no extra cost to the PE.
9. Delivery and payment shall be made through LDDAP-ADA within 15-30 calendar days after complete delivery of the goods and receipt of original billing statement. Please note that the corresponding bank transfer fee, if any, shall be chargeable to the suppliers account. For the delivery, the goods shall be delivered within 10 calendar days upon receipt of Notice to Proceed. Retention fee of at least 1% of the total contract price will be imposed.

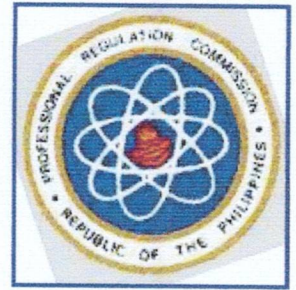
PARTICULARS	QUANTITY
Duplo Ink, Black, G14, 10-15k copies estimate	60
DRG20 Duplo Master Roll	20

10. The cost of delivery of the goods shall be made and shouldered by the winning bidder.
11. The PE shall have the right to return any defective or damaged item. Replacement and delivery of the item shall be shouldered by the bidder.
12. The bidder must have a local office (branch, satellite, business and/or service center) within Region III to immediately address the queries, repairs and other concerns of the PE.
13. If delays are likely to be incurred, the winning bidder is granted with one (1) time extension for a maximum of 10 days per delivery and shall notify the PE in writing stated therein the




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REGULAR MEMBERS:


JANICE L. SAN JOSE
Chairperson



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Member

PAOLO A. FONTANILLA
Member

- cause/s and duration of the expected delay.
14. If the winning bidder fails to satisfactorily deliver the goods within the specified delivery schedule, inclusive of duly granted time extensions, the winning bidder shall be liable for damages for the delay and shall pay the procuring entity liquidated damages, not by way of penalty, an amount equal to one-tenth (1/10) of one percent (1%) of the cost of the delayed goods scheduled for delivery for every day of delay until such goods are finally delivered and accepted by the PE concerned.
 15. Actual demonstration on the operation and handling of goods shall be included during the delivery.
 16. All procured items are VAT inclusive.
 17. Any notice, request, or consent required or permitted to be given or made of the bidder pursuant to this Quotation shall be in writing.

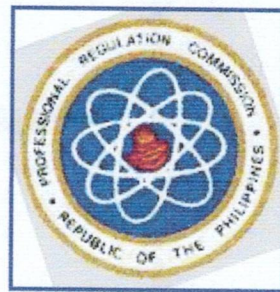
ACKNOWLEDGMENT AND COMPLIANCE WITH THE TERMS OF REFERENCE FOR THE SUPPLY AND DELIVERY OF DUPLO MACHINE CONSUMABLES

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




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ANNEX "B"

REGULAR MEMBERS:


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Chairperson


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Member


GLENDA B. SAPON
Member


MARGIERY D. DULIN
Member

SECRETARIAT:


DARWIN P. LANGWAS
Secretary


DOMINIQUE M. RAMOS
Member


PAOLO A. FONTANILLA
Member

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:

ITEM	QUANTITY	ABC	BID QUOTATION
Duplo Ink, Black G14, 10-15k copies estimate	60	Php58,500.00	
DRG20 Duplo Master Roll	20	Php94,200.00	
TOTAL		Php152,700.00	

Total Bid Price for the Project: (Inclusive of all taxes and bank charges)

SUPPLY AND DELIVERY OF DUPLO MACHINE CONSUMABLES

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: _____