



Bids and Awards Committee

Republic of the Philippines
Professional Regulation Commission
P. Paredes St., Sampaloc, Metro Manila
Tel. Fax: 5-310-0037
Email: bac@prc.gov.ph



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Member

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Member

REQUEST FOR QUOTATION RFQ No. 2022 – 29 to 33 (Negotiated Procurement – Small Value 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 Implementing Rules and Regulations of Republic Act No. 9184 for the project: **PROCUREMENT OF AIR PURIFIER FOR VARIOUS PRC OFFICES (LOT 1 – 5).**

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 BAC Secretariat at facsimile No. (02) 5-310-0037 or email at bac@prc.gov.ph.

Thank you.

Very truly yours,

JOSE Y. CUETO, JR.
Commissioner
BAC Chairman



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REQUEST FOR QUOTATION (Negotiated Procurement – Small Value Procurement)

The **PROFESSIONAL REGULATION COMMISSION (PRC)**, with address at P. Paredes St., Sampaloc, Manila, through its Bids and Awards Committee (BAC), will undertake a negotiated procurement for the project: **PROCUREMENT OF AIR PURIFIER FOR VARIOUS PRC OFFICES (LOT 1 – 5)** accordance with Section 53.9 (Small Value Procurement) of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (R.A.) No. 9184.

Name of Project : **PROCUREMENT OF AIR PURIFIER FOR VARIOUS PRC OFFICES (LOT 1 – 5)**

Lot 1 – One (1) Unit Air Purifier for Procurement and Supply Division (PSD) with an approved budget for the contract of Fourteen Thousand Nine Hundred Ninety-Nine Pesos (Php14,999.00), RFQ No. 2022 – 29.

Lot 2 - Two (2) Units Air Purifier for Human Resource Development Division (HRDD) with an approved budget for the contract of Twenty Thousand Pesos (Php20,000.00), RFQ No. 2022 – 30.

Lot 3 - Two (2) Units Air Purifier for Information and Communication Technology Service (ICTS) with an approved budget for the contract of Seventeen Thousand Nine Hundred Ninety Pesos (Php17,990.00), RFQ No. 2022 – 31.

Lot 4 - Two (2) Units Air Purifier for Planning, Management and Financial Service (PMFS) with an approved budget for the contract of Thirteen Thousand Four Hundred Sixty-Four Pesos (Php13,464.00), RFQ No. 2022 – 32.

Lot 5 - One (1) Unit Air Purifier for Budget and Management Division (BMD) with an approved budget for the contract of Eleven Thousand Four Hundred Ninety-Six Pesos (Php11,496.00), RFQ No. 2022 – 33.

Bidders who are legally, technically, and financially capable may submit their accomplished open quotation/proposal (**Annex “B”**) personally, by mail/courier, through facsimile No. **(02) 5-310-0037** or via email at bac@prc.gov.ph, duly signed by the owner or his duly authorized representative using the “PRC Official Forms” provided herein **on or before 8:00 in the morning of June 6, 2022** at the BAC Office, 4th Floor, PRC Annex Building, P. Paredes St. Sampaloc, Manila, at which time, the quotation/proposal will be evaluated therein on **June 6, 2022, at 1:30 in the afternoon**. Bidder/s or its duly authorized representative/s who wish to attend the evaluation of bids must submit a letter of intent to the BAC through the BAC Secretariat.



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❖ 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. Award of Contract shall be made to the lowest quotation which complies with the minimum technical specifications and other terms and conditions stated herein.
7. Any erasures or overwriting shall be valid only if they are properly signed by the owner or his/her authorized representative.
8. Payment shall be made within 15-30 days upon receipt of the Statement of Account/Billing Statement, on a bank-to-bank basis.

In addition to the quotation/proposal, copies of the following eligibility requirements (or its equivalent/ or if applicable) are required to be submitted:

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. PhilGEPS Registration Number
 3. Latest Income/Business Tax Return
(for ABCs above P500,000.00)
 4. Omnibus Sworn Statement
(Unnotarized Omnibus Sworn Statement may be accepted in compliance with the GPPB Resolution No. 09-2020, dated 7 May 2020, subject to compliance therewith after award of contract but before payment.)
 5. Duly notarized Secretary's Certificate *(for partnership, corporation, cooperative, or joint venture) / Authorization to sign as representative (if sole proprietorship).*
- 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.



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Very truly yours,


JOSE Y. CUETO, JR.
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WILMA T. UNANA
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ANNEX "A"

TERMS OF REFERENCE (TOR)

PROCUREMENT OF AIR PURIFIER FOR VARIOUS PRC OFFICES (LOT 1 – 5)

(Through Small Value 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 the item described in this Terms of Reference, which shall not exceed the Approved Budget for the Contract (ABC) in the amount of **Seventy-Seven Thousand Nine Hundred Forty-Nine Pesos (Php77,949.00)** inclusive of all applicable bank and government charges.

II. Specification

PROCUREMENT OF AIR PURIFIER FOR VARIOUS PRC OFFICES (LOT 1 – 5)		
LOT	QTY	Technical Specifications
Lot 1 – One (1) Unit Air Purifier for Procurement and Supply Division (PSD) RFQ NO. 2022-29	1 Unit	<ul style="list-style-type: none"> ➤ HEPA filter (High Efficiency Particular Air) ➤ Air Ionizer ➤ Minimum of 40 sqm. capacity ➤ Inverter Operation ➤ Built in Dust and Odor Sensor
Lot 2 - Two (2) Units Air Purifier for Human Resource Development Division (HRDD), (RFQ NO. 2022-30)	2 Units	<ul style="list-style-type: none"> ➤ Multi-Layered Purification with HEPA Filter ➤ Other effective air purification features: Ion technology that deactivates air impurities, and the like ➤ Operational Functions/modes: variable speed; sleep; timer ➤ Effective Coverage: 21.5 sqm. room area ➤ Power Consumption: 40 watts maximum ➤ Voltage: 220 V ➤ Warranties against manufacturing defects, as well as parts and service
Lot 3 - Two (2) Units Air Purifier for Information and Communication Technology Service (ICTS), RFQ NO. 2022-31	2 Units	<ul style="list-style-type: none"> ➤ Sensor: Infrared PM 2.5 sensor ➤ Purification System: Pre-filter, H12 HEPA filter ➤ Carbon filter Ionizer ➤ Infrared Dust Sensor ➤ Numerical Air Quality Display ➤ With humidifying function
Lot 4 - Two (2) Units Air Purifier for Planning, Management and Financial Service (PMFS), RFQ NO. 2022-32	2 Units	<ul style="list-style-type: none"> ➤ Deodorizing filter ➤ Dust Sensor: HEPA filter, Activated Carbon Filter ➤ Filter replacement ➤ DC motor



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Lot 5 - One (1) Unit Air Purifier for Budget and Management Division (BMD), RFQ NO. 2022-33	1 Unit	<ul style="list-style-type: none"> ➤ With Pre-filter, Deodorizing Filter, and High-Efficiency Particulate Air (HEPA) Filter ➤ approx.. with odor and dust sensor ➤ approx.. 23-100 sqm. ➤ approx. with Ion Technology/Generator ➤ High Density – approx.. 7000-9000 ions/cm2
DELIVERY PERIOD: Twenty (20) working days upon receipt of Approved Contract		
WARRANTY: One (1) year standard warranty		

ACKNOWLEDGMENT AND COMPLIANCE WITH THE TERMS OF REFERENCE FOR PROCUREMENT OF AIR PURIFIER FOR VARIOUS PRC OFFICES (LOT 1 – 5)

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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 Vice-Chairperson

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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:

PROCUREMENT OF AIR PURIFIER FOR VARIOUS PRC OFFICES (LOT 1 – 5)

DESCRIPTION	QUANTITY	BID PROPOSAL PER UNIT COST (Php)	TOTAL BID PROPOSAL (Php)
Lot 1 – One (1) Unit Air Purifier for Procurement and Supply Division (PSD) with an approved budget for the contract of Fourteen Thousand Nine Hundred Ninety-Nine Pesos (Php14,999.00), RFQ No. 2022 – 29.	1 Unit		
Lot 2 - Two (2) Units Air Purifier for Human Resource Development Division (HRDD) with an approved budget for the contract of Twenty Thousand Pesos (Php20,000.00), RFQ No. 2022 – 30.	2 units		
Lot 3 - Two (2) Units Air Purifier for Information and Communication Technology Service (ICTS) with an approved budget for the contract of Seventeen Thousand Nine Hundred Ninety Pesos (Php17,990.00), RFQ No. 2022 – 31.	2 units		
Lot 4 - Two (2) Units Air Purifier for Planning, Management and Financial Service (PMFS) with an approved budget for the contract of Thirteen Thousand Four Hundred Sixty-Four Pesos (Php13,464.00), RFQ No. 2022 – 32.	2 units		
Lot 5 - One (1) Unit Air Purifier for Budget and Management Division (BMD) with an approved budget for the contract of Eleven Thousand Four Hundred Ninety-Six Pesos (Php11,496.00), RFQ No. 2022 – 33.	1 Unit		
TOTAL			



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

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: