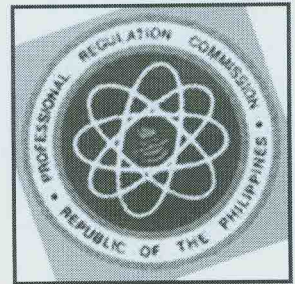




## Bids and Awards Committee

Republic of the Philippines  
Professional Regulation Commission  
P. Paredes St., Sampaloc, Metro Manila  
Tel.Fax: 310-0037 / email:prcbac2013@gmail.com



ARISTOGERSON T. GESMUNDO  
Chairman

ARJAY R. ROSALES  
Vice-Chairman

MARIA LIZA M. HERNANDEZ  
Member

HENRIETTA P. NARVAEZ  
Member

WILMA T. UNANA  
Member

ALFONSO C. VILORIA  
Provisional Member, Non-IT Projects

GREGORIO B. DELLORO  
Provisional Member, IT Projects

### SECRETARIAT:

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Secretary

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Member

MARGIERY D. DULIN  
Member

GLENN I. PAJARON  
Member

CHRISTOPHER A. MAYO  
Member

LIEZEL F. BURAGA  
Member

### REQUEST FOR QUOTATION (RFQ) No. 2018-010

#### (Negotiated Procurement – Small Value Procurement)

Date:

Contact Person:

Name of Venue/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 for the Reinstallation of Six (6) Air Conditioning Units at the 4<sup>th</sup> Floor, Annex Building.**

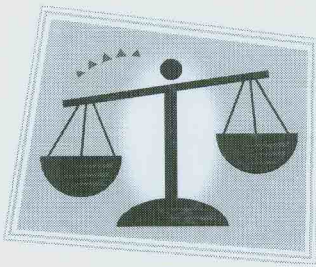
We are furnishing you herewith a copy of the Request for Quotation with Annexes "A-B", for you reference.

For inquiries you may email at [prcbac2013@gmail.com](mailto:prcbac2013@gmail.com) or you may call the BAC Secretariat at Facsimile No. (02) 310-0037.

Thank you.

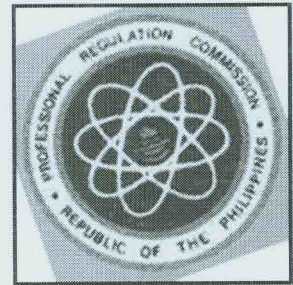
Very truly yours,

  
**ATTY. ARISTOGERSON T. GESMUNDO**  
Assistant Commissioner  
BAC Chairman



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Member

### REQUEST FOR QUOTATION (RFQ) No. 2018-010

#### (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 for the Reinstallation of Six (6) Air Conditioning Units (ACU) at the 4<sup>th</sup> Floor, Annex Building in accordance with Section 53.9 (Small Value Procurement) of The 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

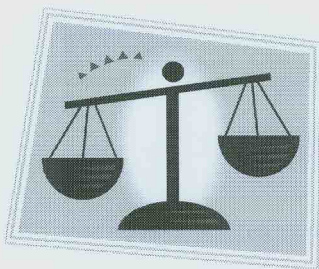
<b>Name of Project :</b>	Lot 1 - Procurement for the Reinstallation of Six (6) Air Conditioning Units at the 4 <sup>th</sup> Floor, Annex Building
<b>Approved Budget for the Contract:</b>	One Hundred Thirty Six Thousand Pesos (Php136,000.00)
<b>Location :</b>	Professional Regulation Commission P. Paredes St., Sampaloc, Manila
<b>Specification :</b>	See attached <b>Annex "A"</b> for the Specifications, Financial Bid and Omnibus Sworn Statement.
<b>Delivery Date :</b>	Upon receipt of request Letter from the General Services Division.

Bidders who are legally, technically and financially capable may submit their quotation/proposal either manually, through facsimile or via email, duly signed by the owner or his duly authorized representative on or before **10:00 o'clock in the morning of April 17, 2018** at the BAC Office, QMS Section, 3<sup>rd</sup> Floor, PRC Annex Building, P. Paredes St. Sampaloc, Manila, at which time the quotation/proposal will be evaluated at the Conference Room, 2<sup>nd</sup> Floor PRC Main Building, in the presence of the representative who may choose to attend.

#### ❖ TERMS AND CONDITIONS

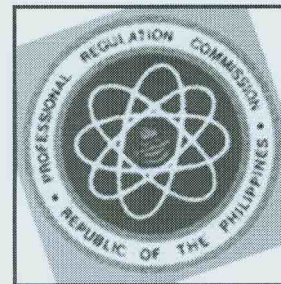
1. Bidders shall provide correct and accurate information required in this form.
2. Price quotations/s must be valid for a period of Thirty (30) calendar days from the date of the submission of the quotation.
3. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
4. All quotations exceeding the Approved Budget for the Contract shall be automatically rejected.






## Bids and Awards Committee

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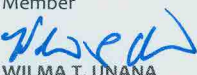


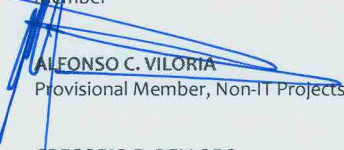
  
ARISTOGERSON T. GESMUNDO  
Chairman

ARJAY R. ROSALES  
Vice-Chairman

  
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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.
6. Any erasures or overwriting shall be valid only if they are properly signed by you or your duly authorized representatives.
7. The payment for the services rendered shall be made within 15-30 days upon issuance of the Billing Statement, on a bank-bank basis.

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

1. Valid Mayor's / Business Permit
2. PhilGEPS Registration Number
3. Income / Business Tax Return
4. Omnibus Sworn Statement


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

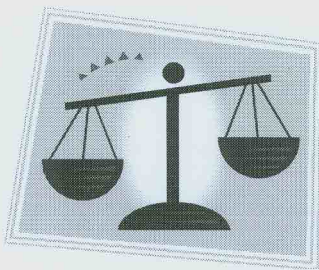
PRC assumes no responsibility whatsoever to compensate or indemnify proponents for any expenses incurred in the preparation of the proposal.

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 BAC Secretariat at Facsimile No. 310-0037

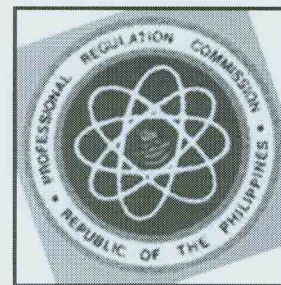
Very truly yours,

  
**ATTY. ARISTOGERSON T. GESMUNDO**  
Assistant Commissioner  
BAC Chairman



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ANNEX "A"

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Chairman

ARJAY R. ROSALES  
Vice-Chairman

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Member

### PRICE QUOTATION SHEET FINANCIAL BID

#### PROCUREMENT FOR THE REINSTALLATION OF SIX (6) AIR CONDITIONING UNITS AT THE 4<sup>TH</sup> FLOOR, ANNEX BUILDING (Through Negotiated Procurement Pursuant to Section 53.9 of the 2016 Revised Implementing Rules and Regulations of R.A. 9184)

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:

#### SUPPLY OF LABOR, PARTS AND MATERIALS FOR THE REINSTALLATION OF SIX (6) AIR CONDITIONING UNIT (ACU) AT THE 4<sup>TH</sup> FLOOR, ANNEX BUILDING

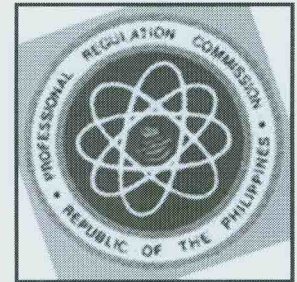
Scope of Work	Labor & Materials Cost
<b>1. BAC Office</b> <b>(One 2.5 HP wall mounted ACU)</b> <ul style="list-style-type: none"><li>➤ Installation of 2.5HP Wall Mounted Evaporation</li><li>➤ Chipping of wall and installation of drain pipe</li><li>➤ Supply of additional refrigerant pipes, electrical wire and flexible hose and wrapping of polyethylene type.</li><li>➤ Supply and installation of filter drier.</li><li>➤ Flushing the system using R141B and Nitrogen gas.</li><li>➤ Leak test and vacuuming.</li><li>➤ Charging of Freon 22, testing and commissioning.</li></ul>	
<b>2. QMS Office (One 3TR ceiling mounted ACU)</b> <ul style="list-style-type: none"><li>➤ Dismantling of 5TR Condensing unit</li><li>➤ Fabrication and installation of angular bar for the base of condensing unit.</li><li>➤ Chipping of 2 walls and installation of hanger for the indoor.</li><li>➤ Installation of condensing and indoor unit.</li><li>➤ Supply and installation of refrigerant pipes, drain pipe, electrical wire and wrapping of polyethylene tape.</li><li>➤ Flushing of system using 141B and Nitrogen and replacement of filter drier.</li><li>➤ Leak test and vacuuming.</li><li>➤ Charging of freon 22, testing and commissioning.</li></ul>	





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Member

### 3. Examination Division

#### (One 3 TR & One 5 TR ceiling mounted ACU)

- Dismantling of 2 units FCU and ACCU and chipping of walls.
- Fabrication and installation of angular bar for the base of condensing units.
- Fabrication and installation of hangers for the indoor units (5TR & 3TR)
- Installation of 2 unit evaporator and condensing units.
- Supply and installation of refrigerant pipes, electrical wires, drain pipes and wrapping of polyethylene tape.
- Flushing of system using R141B and Nitrogen gas
- Supply and installation of 2 pcs filter driers and thermistor.
- Leak test and vacuuming.
- Charging of Freon 22, testing and commissioning.

### 4. Office of the Chief - Licensure Office

#### (One 2HP wall mounted ACU)

- Dismantling of 2HP wall mounted FCU and ACCU and chipping of walls.
- Fabrication and installation of angular bar for the base of condensing unit.
- Installation of FCU and ACCU.
- Supply and installation of refrigerant pipes, drain line, electrical wire, wrapping of polyethylene tape and filter drier.
- Flushing of system using 141B and Nitrogen.
- Leak test and vacuuming.
- Charging of freon 22, testing and commissioning.

### 5. Confidential Room

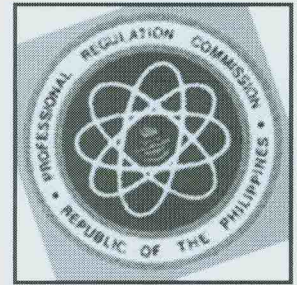
#### (One 5TR ceiling mounted ACU)

- Dismantling of ACCU and FCU and chipping of walls.
- Fabrication of angular bar for the base of condensing unit.
- Fabrication of hanger for the evaporator.
- Installation of 5TR FCU and ACCU.
- Installation of refrigerant line, electrical wire, drain pipe and wrapping of Polyethylene type.
- Supply and installation of magnetic contractor and filter drier.
- Conversion from PCB Electronic Control to manual Honeywell Switch.



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- Flushing of system using 141B and Nitrogen.
- Leak test and vacuuming.
- Charging of freon, testing and commissioning

**Total Labor and Materials Cost**

**NOTE: INCLUSIVE OF 90 DAYS WARRANTY ON PARTS AND LABOR.**

### 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: \_\_\_\_\_



## 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 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 of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to represent it in the bidding for [Name of the Project] of the [Name of the Procuring Entity];

*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 and/or to represent the [Name of Bidder] in the bidding as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate issued by the corporation or the members of the joint venture)];

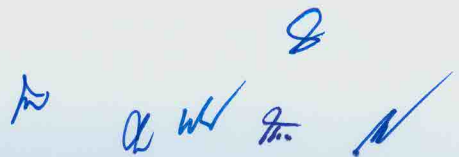
3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government 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:* I am 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 \_\_, 20\_\_ at \_\_\_\_\_, Philippines.

\_\_\_\_\_  
[Bidder's Representative/Authorized Signatory]

[JURAT]

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**SUBSCRIBED AND SWORN** to before me this \_\_\_\_ day of [month] [year] at [place of execution], Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. \_\_\_\_\_ and his/her Community Tax Certificate No. \_\_\_\_\_ issued on \_\_\_\_ at \_\_\_\_\_.

Witness my hand and seal this \_\_\_\_ day of [month] [year].

**NAME OF NOTARY PUBLIC**

Serial No. of Commission \_\_\_\_\_

Notary Public for \_\_\_\_\_ until \_\_\_\_\_

Roll of Attorneys No. \_\_\_\_\_

PTR No. \_\_\_\_\_ [date issued], [place issued]

IBP No. \_\_\_\_\_ [date issued], [place issued]

Doc. No. \_\_\_\_\_

Page No. \_\_\_\_\_

Book No. \_\_\_\_\_

Series of \_\_\_\_\_

\* This form will not apply for WB funded projects.

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