



Republic of the Philippines
LEBAK WATER DISTRICT
Purok Mahogany, Brgy. Aurelio F. Freires Sr.
Lebak, Sultan Kudarat

REQUEST FOR QUOTATION
RFQ2025-02-005

The Lebak Water District (LEWADI) through its corporate budget, intends to procure **“SUPPLY AND DELIVERY OF 6,600 PCS DPD 1 TABLET”** in accordance with Negotiated Procurement – Small Value Procurement of the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184. The Approved Budget for the Contract (ABC) is **ONE HUNDRED EIGHT THOUSAND NINE HUNDRED PESOS (Php108,900.00)**. The period for the performance of the obligations shall not go beyond the validity of appropriations for this Project.

Please quote your **BEST OFFER** for the item/s described herein, subject to the **TERMS AND CONDITIONS** provided at the last page of this Request for Quotation (RFQ). Submit your quotation duly signed by your authorized representative not later than **MARCH 12, 2025, 09:00 AM**, at the Lebak Water District Office, Purok Mahogany, Brgy. Aurelio F. Freires, Lebak, Sultan Kudarat. Quotations may also be submitted through facsimile or email at the address and contact numbers indicated below.

A copy of your 2025 **BUSINESS/MAYOR'S PERMIT, PHILGEPS REGISTRATION NUMBER (PLATINUM MEMBERSHIP)** is also required to be submitted along with your signed quotation/proposal.

The **OMNIBUS SWORN STATEMENT** (GPPB-Prescribed Form), shall be required prior to award.

For any clarification, you may contact us at Telephone No. (064) 205-3554; Mobile No. 0905-400-7534 or Email Address at lewadi.bac2021@gmail.com

ENGR. HENRY JAMES H. GALLETO
BAC Chairperson

DATE: _____

| | |
|-------------------------------------|--|
| Name of Company: | |
| Address: | |
| Name of Store/Shop (if applicable): | |
| TIN: | |
| PhilGEPS Registration Number: | |

INSTRUCTIONS:

- (1) Accomplish this RFQ correctly, accurately and completely.
- (2) Do not alter the contents of this form in anyway.
- (3) All technical specifications are mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotation.
- (4) Failure to follow these instructions will disqualify your entire quotation.

Sir/Madam:

After having carefully read and accepted the Terms and Conditions in the Request for Quotation, hereunder is our quotation for the item/s as follows:

| TECHNICAL SPECIFICATION | | | | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|----------------|----------------------------------|---------------------------|----------------------------|
| 1. Please quote your best offer for the item/s below. Please do not leave any blank items. Indicate "0" if item being offered is for free. 2. Bidders must state "Comply" or any equivalent term in the column "Bidder's Statement of Compliance" against each of the individual parameters of each Specification. | | | | | |
| Item | Description | Total Quantity | Bidder's Statement of Compliance | Unit Cost (VAT Inclusive) | Total Cost (VAT Inclusive) |
| 1. | DPD 1 Tablet for Chlorine Residual, for 10ml water sample | 6,600 pcs | | | |
| TOTAL | | | | | |

*The above quoted prices are inclusive of all costs and applicable taxes.

SCHEDULE OF REQUIREMENTS

The completion schedule expressed as weeks/months stipulates hereafter the delivery of goods to the project site.

Bidders must state "Comply" or any equivalent term in the column "Bidder's Statement of Compliance" against each of the individual parameters of each SCHEDULE.

| Delivery | Bidder's Statement of Compliance |
|---------------------------------------------------------------------------|----------------------------------|
| Forty-Five (45) calendar days upon the receipt of Notice to Proceed (NTP) | |

PAYMENT DETAILS

| Approved Budget for the Contract | Your Total Offered Quotation |
|---------------------------------------------------------------|------------------------------|
| One Hundred Eight Thousand Nine Hundred Pesos (Php108,900.00) | In words: |
| | In figures: |

PAYMENT DETAILS

Payment shall be made promptly, but in no case later than sixty (60) days, through Land Bank's LDDAP-ADA/Bank Transfer facility after submission of billing statement/invoice and upon fulfillment of other obligations as stipulated in the contract as well as upon inspection and acceptance of the goods by the end user.

| | |
|---------------------|--|
| Banking Institution | |
| Account Number | |
| Account Name | |
| Branch | |

Signature over Printed Name

Position/Designation

Office Telephone No.

Fax/Mobile No.

Email Address/es

TERMS AND CONDITIONS

1. Bidders shall provide correct and accurate information required in this form.
2. Price quotation/s must be valid for a period of sixty (60) calendar days from the date of submission of quotation.
3. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
4. Quotations exceeding the Approved Budget for the Contract shall be rejected.
5. Award of contract shall be made to the lowest calculated and responsive quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of duly authorized representative/s.
7. The item/s shall be delivered according to the requirements specified in the Technical Specifications.
8. The LEWADI shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
9. In case two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the LEWADI shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
10. Payment shall be processed after delivery and upon the submission of the required supporting documents, in accordance with existing government accounting rules and regulations. Please note that the corresponding bank transfer fee, if any, shall be chargeable to the contractor's account.
11. Liquidated damages equivalent to one-tenth (1/10) of one percent (1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The LEWADI shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

Signature over Printed Name

Position/Designation

Office Telephone No.

Fax/Mobile No.

Email Address/es