



Republic of the Philippines
 Department of Agriculture
NATIONAL DAIRY AUTHORITY
Central Office

BAl Compound, Visayas Avenue, Diliman, Quezon City 1101 Philippines
Tel No.: (632) 926-0733 to 35 | **Fax:** (632) 926-8847
Email: dairynda@pldtDSL.net | **Website:** <http://nda.da.gov.ph>

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RFQ20-034

REQUEST FOR QUOTATION

PLEASE QUOTE YOUR GOVERNMENT PRICE FOR THE ARTICLES LISTED HEREUNDER

QTY	UNIT	PARTICULARS	UNIT PRICE	TOTAL
		OFFICE FURNITURE:		
5	unit	Mobile Pedestal Cabinet		
2	unit	Lateral Filing Cabinet		
5	unit	Office Table		
1	unit	Training Table		
5	unit	Office Chair		
		TOTAL ABC – P 96,500.00		
		Note: details on the next page...		
		Contact Person:		
		Marion D. Saligay		
		PMT-South Luzon DGFP		
		Tel, No. (043) 724-5876		
		Email Address: ndasouthluzon@yahoo.com		

Authorized Canvasser:
WFH
Patria P. Guizano
LAB Tech III /NDA-BAC Secretariat
(Signature over printed name)

SIR :

In connection with the above request, I/we submit our price quotation indicated above.

 Name of Firm/Dealer

 Signature over Printed Name

 Telephone Number / PhilGepsNo.

 Address



Item No.	NDA's Specifications/Description		Qty	Unit	ABC (PHP)		Supplier's Specifications
					Unit Price	Total	
1	Mobile Pedestal Cabinet	3-drawers with central lock	5	unit	4,000.00	20,000.00	
	5	1 pen tray, 1 file divider and 5 castors					
		Actual Dimension: 40 (w) x 56.5(d) x 65.5 (h) cm					
		Color: Gray					
2	Filing Cabinet	Lateral, 3 drawer	2	unit	7,000.00	14,000.00	
		Anti-tilt, Central Locking, Plastic Divider, Movable Hanger					
		Size: L35 x W18 x H40 inch					
3	Office Table	with center and side drawer	5	unit	8,000.00	40,000.00	
		Size: L36 x W16 x H30 inch					
		Color: Walnut, with wire hole					
4	Training Table	Type: Foldable w/ second layer	1	unit	10,000.00	10,000.00	
		Material: Melamine Top; Steel Frame					
		Size: W150 x D60 x H72.5 cm					
		with wheel and wheel lock system					
5	Chair	Ergonomic	5	unit	2,500.00	12,500.00	
		Base Type: Chrome Steel					
		Base Capacity: 100kg					
		360 Degree Swivel					
		Adjustable seat height					
		Spine Support system					
		Mechanism Thickness: 1.3mm					
		Chair seating capacity: 80 kg					
		Stackable for easy storage					
						-	
		TOTAL ABC				96,500.00	



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- 1) Submission: You may **submit thru e-mail your quotation/proposal** to the following address on or before the closing time as specified at the PhilGeps Portal:
NDA-BAC Secretariat
National Dairy Authority
BAI Compound, Visayas Avenue, Diliman, Quezon City
- 2) Quotation/Proposal shall be valid for sixty (60) calendar days from the deadline of submission of RFQ.
- 3) Delivery will be made only during working days and hours. Delivery of goods or equipment within seven (7) calendar days from the receipt of approved Purchase Order (PO) or Job Order (JO).
- 4) Delivery Site:
NATIONAL DAIRY AUTHORITY-SOUTH LUZON DEPARTMENT
144 JM Katigbak St. Brgy. San Carlos, Lipa City Batangas
- 5) NDA reserves the right to accept or reject any proposal, and to annul the procurement process or reject all proposal at any time prior to contract award, without thereby incurring any liability to the affected bidders/suppliers. The purchaser also reserves the right to waive minor deviations/defects or infirmities therein. A minor deviation/defect or infirmity is one that does not materially affect the overall functionality of the material and the capability of the supplier to perform the contract.
- 6) Payment: Payment for items delivered will be made to the winning supplier after the inspection and acceptance of goods or equipment delivered.
- 7) The prospective supplier/bidder shall submit the following:
 - a) Proposal Form
 - b) Technical Specifications / Schedule of Requirements
 - c) PhilGeps Registration Number
- 8) The winning supplier/s shall be required to submit the following documents after determination of the lowest calculated quotation/proposal for post evaluation:
 - a) Mayor's / Business Permit
 - b) Income /Business Tax Return (for ABCs above P500K)
 - c) Omnibus Sworn Statement (for ABCs above P50K)

