



BUSTOS WATER DISTRICT

A. Raymundo St., Poblacion, Bustos, Bulacan
Telefax Nos. (044) 761-1665; Manila Line: (02) 8552-5038
e-mail address: bustoswd@yahoo.com.ph

Request for Quotation

(INV 20-047)

Procurement of

Clerical Office Chairs per PR no. 20-225

The **Bustos Water District** now invites Quotations from eligible Suppliers for the **Procurement of Clerical Office Chairs**. The description of an eligible Supplier is contained in the **Instructions to Bidders (ITB)**.

Evaluation will be conducted using a non-discretionary pass/fail criteria as specified in the Implementing Rules and Regulations Part A (IRRA-A) of Republic Act No. 9184 (R.A. 9184), otherwise known as the Government Procurement Reform Act, and is restricted to organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, as specified in Republic Act 5183 (R.A. 5183). Only Quotations from Suppliers who pass the eligibility check will be further evaluated. The Supplier with the lowest calculated bid (**LCB**) shall advance to the post-qualification stage in order to finally determine his responsiveness to the technical and financial requirements for the contract. The contract shall then be awarded to the Lowest Calculated and Responsive Bidder (**LCRB**) who was determined in the post-qualification procedure.

Interested Suppliers may obtain further information from Bustos Water District and may request a copy of the official documents/forms for the above items at the address and contact numbers given below from Monday to Friday during business hours.

Quotations and eligibility requirements must be delivered to the address below on or before **SEPTEMBER 23, 2020 at 5:00 P.M.** All quotations must be submitted together with the Eligibility requirements and Technical/Financial proposals. **Late Quotations shall not be accepted.**

EVALUATION of quotations will be on **SEPTEMBER 24, 2020 at 11:00 A.M.** at Bustos Water District Office. Quotations will be evaluated in the presence of the Supplier's representatives who choose to attend at the address below.

The Bustos Water District reserves all the right to accept or reject any Bid, to annul the bidding process, postpone the opening of bids and reject all Bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder or Bidders.

Bustos Water District
Daisy A. Caguntas
A. Raymundo St., Poblacion, Bustos, Bulacan 3007
Telefax. Nos. (044) 761-8332; Manila Line (02) 8552-5038
e-mail address: bustoswd_procurement@yahoo.com


Maricel A. Sanchez

Signature of the BAC Chairperson or
Authorized Representative

POSTING DATE: *September 18, 2020*

BUSTOS WATER DISTRICT

Bids and Awards Committee

A. Raymundo St., Poblacion, Bustos, Bulacan 3007

To All Suppliers:

The Bustos Water District Bids and Awards Committee invites all prospective suppliers for the supply of the item listed at the Official Quotation Form. Delivery of such is required as soon as possible. Please refer to the following instructions below:

Instructions to Bidders (ITB)

ITEM/S TO BE BID	Procurement of Clerical Office Chairs per PR no. 20-225
PROCURING ENTITY'S ADDRESS AND CONTRACT PERSON:	Bustos Water District Office A. Raymundo St., Poblacion, Bustos, Bulacan 3007 Contact Person: Daisy A. Caguntas , Bids and Awards Committee Telefax. Nos. (044) 761-8332; Manila Line (02) 8552-5038 e-mail address: bustoswd_procurement@yahoo.com
ELIGIBILITY REQUIREMENTS:	<ul style="list-style-type: none">▪ Valid Business Permit: DTI or SEC Reg. Cert. (any) / Mayor's Permit (2020)▪ PhilGEPS Registration Certificate▪ Product Catalogue with specification of item quoted▪ BIR Registration (2303)
APPROVED BUDGET FOR THE CONTRACT (ABC)	P 100,000.00
WITHHOLDING GOVERNMENT TAXES	Proper withholding tax
METHOD OF PROCUREMENT	Alternative Modality: Shopping [Sec. 52.1(b)]
BID VALIDITY PERIOD	120 days
SEALING AND MARKING	Sealed Canvass: Two (2) Sealed Envelopes Envelope 1 > Copy of ALL Eligibility Requirements > Conformed Instructions to Bidders Envelope 2 > Accomplished Official Quotation Form
THE ADDRESS FOR SUBMISSION OF PROPOSAL:	<i>Bustos Water District</i> <i>The Bids and Awards Committee</i> A. Raymundo St., Poblacion, Bustos, Bulacan 3007
DEADLINE FOR SUBMISSION:	<u>SEPTEMBER 23, 2020 at 5:00 P.M.</u>
THE ADDRESS FOR OF EVALUATION	<i>Bustos Water District</i> A. Raymundo St., Poblacion, Bustos, Bulacan
DATE AND TIME OF EVALUATION	<u>SEPTEMBER 24, 2020 at 11:00 A.M.</u>

Maricel A. Sanchez
Chairperson
Bids and Awards Committee

Conforme: _____
Name and signature of supplier

Republic of the Philippines
BUSTOS WATER DISTRICT
Bids and Awards Committee
A. Raymundo St., Poblacion, Bustos, Bulacan

Approved for Posting
September 18, 2020
Maricel A. Sanchez
BAC Chairman

Quotation No.: 20-089
P.R. Nos.: 20-225
Date: _____
Remarks: _____

OFFICIAL QUOTATION FORM

COMPANY : _____
ADDRESS : _____
TEL. NO. : _____

Please quote your lowest government price for each of the following items specified below:

ITEM NO.	QTY/ UNIT	ITEM DESCRIPTION	UNIT COST	TOTAL
		for Replacement of Corroded Clerical Chairs		
1	20 pcs.	Clerical Office Chairs		
		Specifications :		
		Fabric Back and Seat (Blue)		
		PVC Armrest		
		Chrome Starbase		
		with tilt lock mechanism		
TOTAL			Php	
<i>QUOTED BY (indicate name/signature of authorize representative below:)</i>				

For further inquiry, please contact the BAC Secretariat at our Telefax No. (044) 761-1665 or at our Manila Line No. (02) 552-5038.

Mode of Procurement: Alternative Modality: Shopping [Sec. 52.1(b)]

Eligibility Requirements: (Please include the following requirements)

- (√) Valid Business Permit: DTI or SEC Reg. Cert. (any) / Mayor's Permit (2020)
- (√) PhilGEPS Registration Number
- (√) Product Catalogue with specification of item quoted
- (√) BIR Registration (2303)
- (√) Others:

Approved Budget for the Contract : Php100,000.00
Deadline for Submission : September 23, 2020 at 5:00 PM
Date of Evaluation : September 24, 2020 at 11:00 AM
Manner of Evaluation : Itemized Evaluation
Note 1. Price should be valid for : 120 days
2. Delivery Period is on : _____
3. Price Valid Until : _____
4. Terms of Payment : _____
5. Government Tax : Subject to withholding tax