



Republic of the Philippines  
**OFFICE OF THE PRESIDENT**  
**COMMISSION ON HIGHER EDUCATION**  
**BIDS AND AWARDS COMMITTEE**

Form: CHED-NPSVP2017  
 ABCs above P500K

## Request for Quotation (RFQ)

Date: June 21, 2022

Quotation No. RFQ2022-06-081 GAA

REQUISITIONING OFFICE/END USER	CHED-LEB
APPROVED BUDGET FOR THE CONTRACT (ABC)	<b>Five Hundred Ninety Thousand Pesos (P590,000.00)</b>
FUNDING SOURCE	GAA FUNDED
<b>COMPANY NAME:</b> <b>ADDRESS:</b> <b>TEL NO. / FAX NO:</b> <b>CONTACT PERSON:</b>	
<p>Please quote your lowest government price inclusive of VAT on the item/s listed below, subject to the Terms and Conditions of this RFQ, and submit your <b>SEALED</b> quotation duly signed by your representative not later than <b>June 27, 2022 at 10:00 AM</b> at the Bids and Awards Committee, G/F Higher Education Development Center (HEDC) Bldg., C.P. Garcia Avenue, U.P. Diliman, Quezon City. For more information please call the BAC Secretariat at telephone no: 8441-1171/8441-8910.</p>	

**TERMS AND CONDITIONS:**

1. All Entries must be typewritten or legibly written.
2. Provide or fill in all information required in this form.
3. **For Column D**, please indicate **“Comply”** or **“Not Comply”** for **every numbered item under technical specifications**.
4. Delivery Period within **45 days** upon receipt of the approved funded Catering Agreement/Purchase Order/Job Order Contract/Contract, whichever is applicable.
5. Statement of Compliance (RFQ Form) must be accomplished and duly signed by the bidder or authorized representative.
6. Price validity shall be for a period of sixty (60) calendar days.
7. The mode of payment is through send bill arrangement.
8. Prices should be inclusive of VAT and other government taxes.
9. Supplier must have a Bank Account for the payment.
10. **Supplier shall submit together with the RFQ the following:**
  - 6.1 **PhilGEPS Registration No./Organization No.**
  - 6.2 **Mayor’s/Business Permit (Complete Set)**
  - 6.3 **Omnibus Sworn Statement (Amended per GPPB Resolution No. 16-2020, dated 16 September 2020)**
  - 6.4 **Income/Business Tax Returns (2021) duly acknowledged/machine validated by Bureau of Internal Revenue (BIR)**

A	B	C	D	E	F
Unit	ITEMS AND DESCRIPTION	QTY	Statement of Compliance (State “Comply” or “Not Comply”)	UNIT PRICE	TOTAL AMOUNT
Lot	Supply, delivery and installation of Office Partition for the Legal Education Board Office				

	Technical Specifications:				
	<p>1. 1 Set – 2 Seater L Type workstation</p> <ul style="list-style-type: none"> <li>• Description Fabric with Glass Partition Panels Size : 468cm Series Aluminum Powder Coated Color : Gray or Beige</li> <li>• Measurements Front Panel: 120cm Height X 120cm Length (2) Side Panel: 120cm Height X 130cm Length (1) Side Panel: 120cm Height X 60cm Length (2)</li> <li>• Note : Supply and Installation of 2pcs. 2 gang power outlet and wiring, supply only of 2 sets of data and voice outlet</li> <li>• Worktop Size : 25mm thick double face laminated MFC board color white  With Grommet Cap Each Table  With Side Legs 25mm MFC Board (2)  Main Table L Shape: 120*60cm, Side Table 130*40cm (2)</li> </ul>				
	<p>2. 1 Set – 2 Seater L Type workstation</p> <p>Size : W120 x D60 x W130 x D40 cm</p> <ul style="list-style-type: none"> <li>• Description  Fabric with Glass Partition Panels Size : 468cm Series Aluminum Powder Coated Color : Gray or Beige</li> </ul>				

	<ul style="list-style-type: none"> <li>• Front Panel: 120cm Height X 120cm Length (2)</li> <li>• Front Panel: 120cm Height X 130cm Length (2)</li> <li>• Side Panel: 120cm Height X 60cm Length (2)</li> <li>• Note : Supply and Installation of 2pcs. 2 gang power outlet and wiring, supply only of 2 sets of data and voice outlet</li> <li>• Worktop</li> </ul> <p>Size : 25mm thick double face laminated MFC board color white With Grommet Cap Each Table With Side Legs 25mm MFC Board (1)</p> <ul style="list-style-type: none"> <li>• Main Table L Shape 120*60cm, Side Table 130*40cm (2)</li> </ul>				
	<p>3. 7 Sets – Single Seater L Type workstation</p> <p>Size : W120 x D60 x W130 x D40 cm</p> <ul style="list-style-type: none"> <li>• Description</li> </ul> <p>Fabric with Glass Partition Panels Size : 468cm Series Aluminum Powder Coated Color : Gray or Beige</p> <ul style="list-style-type: none"> <li>• Front Panel: 120cm Height X 120cm Length (7)</li> <li>• Front Panel: 120cm Height X 130cm Length (7)</li> <li>• Side Panel: 120cm Height X 60cm Length (7)</li> <li>• Note : Supply and Installation of 7pcs. 2 gang power outlet and wiring, supply only of 7 sets of data and voice outlet</li> </ul>				

	<ul style="list-style-type: none"> <li>• Worktop Size : 25mm thick double face laminated MFC board color white With Grommet Cap Each Table With Side Legs 25mm MFC Board (7)</li> <li>• Main Table L Shape 120*60cm, Side Table 130*40cm (7)</li> </ul>				
	<p>4. 2 Sets – 4 Seater L Type workstation</p> <p>Size : W120 x D60 x W130 x D40 cm</p> <ul style="list-style-type: none"> <li>• Description Fabric with Glass Partition Panels Size : 468cm Series Aluminum Powder Coated Color : Gray or Beige</li> <li>• Front Panel: 120cm Height X 120cm Length (4)</li> <li>• Front Panel: 120cm Height X 130cm Length (8)</li> <li>• Side Panel: 120cm Height X 60cm Length (2)</li> <li>• Note : Supply and Installation of 8pcs. 2 gang power outlet and wiring, supply only of 8 sets of data and voice outlet</li> <li>• Worktop Size : 25mm thick double face laminated MFC board color white With Grommet Cap Each Table With Side Legs 25mm MFC Board (8)</li> <li>• Main Table L Shape 120*60cm, Side Table 130*40cm (8)</li> </ul>				
	<p>5. 1 Set – 2 Seater L Type workstation</p> <p>Size : W120 x D60 x W130 x D40 cm</p>				

	<ul style="list-style-type: none"><li>• Description Fabric with Glass Partition Panels Size : 468cm Series Aluminum Powder Coated Color : Gray or Beige</li> <li>• Front Panel: 120cm Height X 120cm Length (2)</li><li>• Front Panel: 120cm Height X 130cm Length (2)</li><li>• Side Panel: 120cm Height X 60cm Length (2)</li><li>• Note : Supply and Installation of 2pcs. 2 gang power outlet and wiring, supply only of 2 sets of data and voice outlet</li><li>• Worktop Size : 25mm thick double face laminated MFC board color white With Grommet Cap Each Table With Side Legs 25mm MFC Board (2)</li><li>• Main Table L Shape 120*60cm, Side Table 130*40cm (2)</li> <li>• Other specifications and requirements</li><li>• All connectors and stabilizer posts for the complete installation of the office partition should be included in the proposal;</li><li>• Partition panel thickness should be 25mm</li><li>• Panels should be aluminum or fabric coated;</li><li>• Installation and Delivery Period within 45 days upon receipt of the approved funded Purchase / Job order</li><li>• 3-6 Months warranty on movable parts, one year warranty on aluminum endtrims of partitions and cubicles</li><li>• Payment Terms: Fullpayment 30 to 45 days upon delivery and completion.</li></ul>				
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	6. Price quoted are inclusive of VAT and other government charges.				
	7. Mode of Payment: Send Bill				
	PLEASE DOWNLOAD THE ATTACHED ASSOCIATED COMPONENT (REQUEST FOR QUOTATION FORM)				

Request for Quotation No. **RFQ2022-06-081 GAA**

After having carefully read and accepted your General Conditions, I/We quote you on the item/s at prices note above.

\_\_\_\_\_  
Signature over Printed Name / Date

Quotations shall be compared and evaluated on the basis of the following criteria:

1. Completeness of submission
2. Compliance with Technical Specifications
3. Price

The supplier who submitted the lowest calculated responsive quotation shall be awarded the Purchase Order (P.O.) after evaluation by the Bids and Awards Committee (BAC).

**PhilGEPS INFORMATION:**

PhilGEPS Solicitation No. **RFQ2022-06-081 GAA**

Reference No.

Published Date: **June 21, 2022**

Closing Date: **June 27, 2022 – 10:00 AM**