



## ***Request for Quotation (RFQ)***

Date: July 27, 2022  
 Quotation No. RFQ2022-07-106 HEDF

REQUISITIONING OFFICE/END USER	CHED-OED
APPROVED BUDGET FOR THE CONTRACT (ABC)	<b>Four Hundred Thirteen Thousand Pesos (P413,000.00)</b>
FUNDING SOURCE	HEDF 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>August 2, 2022 at 12:00 PM</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 **3 months** 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:**
  - 10.1 **PhilGEPS Registration No./Organization No.**
  - 10.2 **Mayor’s/Business Permit (Complete Set)**
  - 10.3 **Omnibus Sworn Statement (Amended per GPPB Resolution No. 16-2020, dated 16 September 2020), with Secretary’s Certificate or Special Power of Attorney, if applicable**

A	B	C	D	E	F
Unit	ITEMS AND DESCRIPTION	QTY	Statement of Compliance (State “Comply” or “Not Comply”)	UNIT PRICE	TOTAL AMOUNT
Lot	<b>Procurement of service provider for the Services of an ISO 9001:2015 Certifying Body for the Certification of the Quality Management System (QMS) of three (3) CHED Central Offices</b>				

	Technical Specifications				
	1. Central Offices:  Office of the Executive Director (OED)  Office of Planning, Research, and Knowledge Management (OPRKM); and,  Office of Student Development and Services (OSDS)				
	2. Includes Stage 1 and Stage 2 Audits				
	3. Location: HEDC Building, C.P. Garcia Avenue, UP Diliman, Quezon City				
	4. Duration: Within three (3) months				
	5. Requirements: Please see attached Terms of Reference (TOR)				
	6. Mode of Payment: Send bill				
	<b>PLEASE DOWNLOAD THE ATTACHED ASSOCIATED COMPONENT (REQUEST FOR QUOTATION FORM)</b>				

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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. **RFQ2022-07-106 HEDF**

Reference No.

Published Date: **July 27, 2022**

Closing Date: **August 2, 2022 – 12:00 PM**