

Republic of the Philippines DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS CAMARINES NORTE DISTRICT ENGINEERING OFFICE Daet, Camarines Norte, Region V



REQUEST FOR QUOTATION FOR NEGOTIATED PROCUREMENT UNDER SMALL VALUE PROCUREMENT

The Department of Public Works and Highways, Camarines Norte District Engineering Office, through its Bids and Awards Committee (BAC), invites eligible suppliers to submit REQUEST FOR QUOTATION for this contract to wit:

| PR Number | : 2024-10-071 | | | | | |
|--|--|--|--|--|--|--|
| Contract Name | : Purchase of Information Technology and Office Equipment, | | | | | |
| DPWH-CNDEO Various Sections | | | | | | |
| Brief Description | : Information Technology and Office Equipment | | | | | |
| Approved Budget for the Contract (ABC) : Php 499,800.00 | | | | | | |
| Tender Documents | : N/A | | | | | |
| Source of Fund | : EAO 2023 Extended | | | | | |
| Duration | : 30 Calendar Days | | | | | |

The BAC will conduct Alternative Mode of procurement through Negotiated Procurement under **SMALL VALUE PROCUREMENT**, Rule XVI, section 53.9 of the IRR of RA 9184 in accordance with the BAC Resolution No. **CN-G-2024-12-064** dated **December 6, 2024**, duly approved by the HOPE.

To be eligible to bid for this contract, a contractor must meet the following major requirements: (a) Duly licensed Filipino citizen/sole proprietorship (b) Partnerships duly organized under the laws of the Philippines and which at least sixty percent (60%) of the interest belongs to citizen of the Philippines; (c) Corporation duly organized under the Philippines, and which at least sixty percent (60%) of the outstanding capital stock belongs to citizens of the Philippines.

The prospective bidder must submit Mayor's/Business Permit; PhilGEPS Registration Certificate; Income/Business Tax Return for ABC's above Php 500,000.00 and; Omnibus Sworn Statement for ABC's above P50,000.00.

Per GPPB Resolution No. 15-2021, prospective bidders are required to upload and maintain current the following eligibility documents in the PhilGEPS:

- a. Registration Certification (SEC/DTI Registration)
- b. Mayor's/Business permit or its Equivalent Documents
- c. Tax Clearance
- d. PCAB License and Registration for Infrastructure Projects; and
- e. Audited Financial Statements

Any expired document among the afore-cited eligibility documents shall render the PhilGEPS Platinum Registration Certificate as automatically suspended and its validity shall resume only once the said expired document is already updated with the PhilGEPS.

For recently expired Mayor's Permit, the recently expired Mayor's Permit together with official receipt as proof that the prospective bidder has applied for renewal within the period prescribed by the LGU shall be accepted by the PhilGEPS for the purpose of updating the PhilGEPS Certificate of Platinum Registration and Membership.

The BAC will request all invited/interested bidders on **December 16, 2024,** until 10:00am, to submit the best offer based on the technical and financial requirements.

The schedule of key procurement activities for this Contract is shown below:

| Activity | Time | Place | |
|---|-------------------------------|---|--|
| 1. Posting to submit Request for Quotation (RFQ) | December 9, 2024 | a) <u>www.PhilGEPS.gov.ph</u> b) <u>www.dpwh.gov.ph</u> c) DPWH, Bulletin Board | |
| 2. Receipt and submission of Quotation (RFQ) and the conduct of Negotiation | 10:00AM, December 16, 2024 | BAC/Procuring Office, DPWH- CNDEO, Daet, Camarines Norte | |

The Department of Public Works and Highways, Camarines Norte District Engineering Office reserves the right to accept or reject any of the submitted Quotation and to annul the procurement process any time before Contract award, without incurring any liability to the affected bidder/s, in accordance with the provisions of Section 41 of RA 9184 and its IRR.

Any request for additional information concerning this bidding shall be directed to the following:

HELEN O. ASINAS

BAC Chairperson DPWH, Camarines Norte District Engineering Office Daet Camarines Norte Tel. Number: (054) 571-2203 Email: dpwh.cndeo@hotmail.com

ROSHELLE J. VILLAMOR

Procurement Engineer/Head-BAC Secretariat DPWH, Camarines Norte District Engineering Office Daet Camarines Norte Tel. Number: (054) 571-2203 Email: dpwh.cndeo@hotmail.com

APPROVED BY:

SGD HELEN O. ASINAS BAC Chairperson

NOTED:

SGD EDWIN A. BERMAL District Engineer





Republic of the Philippines DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS CAMARINES NORTE DISTRICT ENGINEERING OFFICE

Daet, Camarines Norte, Region V

| Name of | Procuring Entity: | | Request fo | or Quotation | (P.R.No.) : | 2024-10-071 |
|--|--|--|---|-----------------|--|-------------------------------------|
| Revised | Statute and statement of the second statement of | | | | the second s | Nov. 19, 2024 |
| the second s | d Form/Title : | REQUEST FOR QUOTATIO |)N | Offi | ce/End-User : | DPWH-CNDEO |
| Construction of the local data | NY NAME : | | | 0111 | | Admin. Section |
| ADDRES | | | | | | |
| TEL. NO | ./FAX No. : | | | TIN | | and the second second second |
| And a second sec | | price on the item(s) listed below, subject | ct to the Terms and (| | | t your quotation dul |
| | | ater than of | in the retu | urn envelope at | tached herewith, to | the BAC Secretaria |
| | Camarines Norte District | Engineering Office. | | | | |
| The second s | nd CONDITIONS : | logible unittee | | | | |
| | es must be typewritten or period within Thirty (| 30) days upon receipt of the approv | ved funded Purchase | d Order (P.O.) | | |
| | | Sec. 69 of the Revised IRR-RA 9184 sha | | | 0 | |
| without val | | | | | . | ~ |
| | | of three (3) months for supplies & mater | ials; one year for Equ | uipment from | Mu | man |
| | eptance by the end-user. | | | | HELEN C | J. ASIMAS |
| | | of sixty (60) calendar days. yor's Permit/DTI shall be attached upon | submission of the a | intation | Assistant Di | nan, BAC |
| | | hures showing certifications of the produ | Commenter and an and a second s | | Chairi | nan, bAc |
| | | items being offered. (if applicable) | | | | |
| 8. The appr | roved budget ceiling for t | his procurement is P 499,800.00. | | | | |
| ITEM NO. | ITE | MS & DESCRIPTION | QTY. | UNIT | UNIT PRICE | TOTAL PRICE |
| 1 | | ter (Applications Use) | 2 | unit | | |
| | See Technical Sp | | | | | |
| 2 | | Inkjet Printer (A4) | 3 | unit | | |
| | See Technical Sp | | | | | |
| 3 | External Hard D | | 7 | pcs | | |
| 4 | UPS for Works | | 11 | unit | | |
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