



REQUEST FOR QUOTATION NO.: 2022-03-013

Date: March 29, 2022

Procurement Title

: Supply, Delivery and Installation of One (1) 2.0 HP Inverter Air-Conditioning unit and Supply and Delivery of One (1) 1.5 HP Inverter Air-conditioning Unit

PR No.

: 2022-03-025

Approved Budget for the Contract

: Php 100,000.00 VAT INCLUSIVE

Sir/Madam:

The Commission on Filipinos Overseas invites PhilGEPS registered suppliers to quote the latest market price of the item/s described/listed below. Quotations must be placed in **TWO (2) sealed envelopes**. The first envelope should contain the original documents while the second envelope (COPY 1) should contain copies of the documents. Please submit your sealed envelopes at the **2nd floor, Administrative and Finance Division, New Golden City Builders Building, 1388 F. Icasiano St. cor. F. Gernale St. Paco, Manila** on or before **April 05, 2022, 1:00 P.M.**

I. Requirements

1. The winning bidder shall deliver and install the goods to the following locations:
 - a. Commission on Filipinos Overseas Office, Citigold Center, 1345 Pres. Quirino Avenue cor. Osmeña Highway, Paco, Manila; and
 - b. 2nd floor, Administrative and Finance Division, New Golden City Builders Building, 1388 F. Icasiano St. cor. F. Gernale St. Paco, Manila;
2. The said winning bidder shall bear the cost of transportation; and
3. The winning bidder shall replace the item/s if found to be defective or not in conformity with the description during inspection.

II. General Terms and Condition:

1. Quotations should be addressed to the CFO Bids and Awards Committee and must be placed in **two (2) sealed envelopes**. The first envelope should contain the original documents while the second envelope should contain copies of the documents;
2. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission;
3. Quotations should be inclusive of all cost and applicable taxes;
4. The following documents should be submitted along with the sealed quotation:
 - PhilGEPS Registration Number/Certificate;
 - Mayor's/Business Permit;
 - BIR Form 2303 Certificate;
 - SEC or DTI Certificate;
 - Notarized Omnibus Sworn Statement; and
 - Brochure
5. Bidders must have a Land Bank account for payment purposes. Otherwise, bank fees shall be for the account of the winning bidder.



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COMPANY NAME : _____
ADDRESS : _____
PhilGEPS REGISTRATION No.: _____

VALID UNTIL: _____

ITEM DESCRIPTION	QTY.	TOTAL COST (VAT INCLUSIVE)	APPROVED BUDGET FOR THE CONTRACT (VAT INCLUSIVE)	QUOTATION/ OFFER AMOUNT (VAT INCLUSIVE)
Supply, Delivery and Installation of 2.0 HP Inverter Air-conditioning Unit	1 unit	65,000.00	65,000.00	
Supply and Delivery of 1.5 HP Inverter Air-conditioning Unit	1 unit	35,000.00	35,000.00	
TOTAL		PhP 100,000.00	PhP 100,000.00	

TECHNICAL SPECIFICATIONS:

ITEM DESCRIPTION	SPECIFICATIONS
2.0 HP Inverter Air-conditioning Unit	2.0 HP Inverter Wall Mount (Split Type) 220V 1 PH-60 Hz With installation
1.5 HP Inverter Air-conditioning Unit	1.5 HP Inverter Window Type 220V 1PH-60Hz H=346mm W=560mm D=655mm Weight= 38 kilos <u>Without installation</u>

Delivery Schedule: 30 working days upon receipt of a copy of the Notice to Proceed

After careful evaluation of the General Terms and Conditions, Technical Specifications, and Delivery Schedule, I/WE hereby accept and submit our quotation based on the items and prices above.

The CFO reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

Signature over printed name (Owner/Authorized Representative)

Telephone/Mobile No.: _____
Email Address : _____
Date : _____





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For Further information, please refer to:

KEESHIA MAE L. ACEDERA

Procurement Officer

Email: bac.secretariat@cfo.gov.ph

Tel. No: [8552-4792](tel:8552-4792)



Management
System
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www.tuv.com
ID 9108642352

Tel: (+632) 552-4700 (connecting all depts.) • Fax: (+632) 561-8332

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Citigold Center, 1345 President Quirino Avenue cor. President Osmeña Highway, Manila 1007, Philippines