



Republic of the Philippines
Department of Budget and Management
PROCUREMENT SERVICE
BIDS AND AWARDS COMMITTEE



Date: January 8, 2019

REQUEST FOR QUOTATION

**Supply and Delivery of Pipettors for Commission on Higher Education –
Philippine-California Advanced Research Institute (CHED-PCARI)**

AMP NO. 18-100-4 (SVP)

Sir/Madam:

Please quote your best proposal for the item/s described below using the Price Proposal Form (see Annex "A" of the Request for Quotation), subject to terms and conditions stated in the RFQ.

Lot	Quantity	Item/Description	Approved Budget for the Contract
1	One (1) set	Pipettors, Single-channel	₱631,862.70

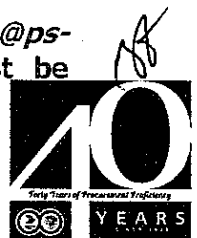
Submit your proposal, together with the following documents, duly signed by you or your duly authorized representative, not later than **January 11, 2019 at 10:00 AM.**

Proposals shall be submitted at the address indicated below:

Procurement Division 4
2nd Floor, PS Complex
Procurement Service-PhilGEPS
Cristobal Street, Paco, Manila

Only one (1) set of documents certified to be true copies of the original shall be required. In case, however, a supplier intends to submit proposals for several Requests for Quotations which deadline of submission and opening of proposals are scheduled on the same date and time, it may submit one (1) set of Documents to cover all the RFQs where it wishes to participate. The Price Proposal Forms, however, should be submitted in separate envelopes. The envelope shall contain the name of the contract to be bid in capital letters and bear the name and address of the supplier in capital letters.

Proposals and other documents required may be sent electronically to *pd4@ps-philgeps.gov.ph*. Electronically submitted proposals and documents must be submitted on or before the deadline of submission as stated in this RFQ.



Late submission of quotations shall not be accepted and considered.


ENGR. ESTRELLITA G. FULE
Chairperson, BAC 4

N.B.: Suppliers not directly invited may participate. The duly accomplished Proposal (Annex A) shall be submitted on or before the deadline for submission of proposal or any extension thereof. The following supporting documents may be submitted anytime during submission of offers, evaluation of offers, before issuance of Notice of Award or prior to payment:

- 1. Mayor's Permit for the year 2018;*
- 2. PhilGEPS Certificate of Registration Platinum Membership;*
- 3. Income Tax Return 2017;*
- 4. Omnibus Sworn Statement (ANNEX "B"); and*
- 5. Product Brochure or Technical Data Sheet.*

PhilGEPS Platinum Registration Certificate may be submitted in lieu of Items 1 and 2 documents.

Instructions for format and signing as stated above shall apply to non-directly invited suppliers.