



REPUBLIC OF THE PHILIPPINES  
**PRESIDENTIAL COMMUNICATIONS OPERATIONS OFFICE**  
*Tanggapang Pampanguluhan sa Operasyong Pangkomunikasyon*  
Malacañang, Manila

**BIDS AND AWARDS COMMITTEE – II**

<b>Project:</b>	Disinfection Service of OPLA-FOI	<b>Date:</b>	October 19, 2020
<b>PR No:</b>	2020-09-0472	<b>Quotation Number</b>	2020-10-0139
<b>Approved Budget for the Contract:</b>	<b>FIFTY-TWO THOUSAND EIGHT HUNDRED PESOS (P 52, 800.00)</b>	<b>Mode of Procurement</b>	Small Value Procurement (SVP)

Please quote your lowest price on the item/s listed below and submit filled out quotation duly signed by your representative not later than **23, OCTOBER 2020 at 2:00PM** at the New Executive Bldg., JP Laurel St., San Miguel Manila, or through e-mail via [psu.pcoo@gmail.com](mailto:psu.pcoo@gmail.com).

**General Conditions:**

- Suppliers shall submit their quotations using this Prescribed Form. Failure to do so shall render the quotation unresponsive.
- Delivery period within **THREE (3) CALENDAR DAYS** from receipt of the Purchase Order Form.
- Payment will be on a **SEND BILL ARRANGEMENT**; i.e. full payment will be made after the completion of the event or delivery of the service.
- Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for equipment, from date of acceptance by PCOO.
- Price validity shall be for a period of sixty (60) calendar days.
- Price quotations shall be **INCLUSIVE OF ALL COSTS, APPLICABLE TAXES, AND BANK CHARGES**
- The supplier awarded with the contract shall submit the following updated documents **prior to payment**:
  - ☒ Mayor's / Business Permit
  - ☒ PhilGEPS Registration Number
  - ☒ BIR Form 2303 (Certificate of Registration)
  - ☒ Omnibus Sworn Statement

<b>Company Name</b>	:				
<b>Address</b>	:				
<b>Email</b>	:		<b>TIN No</b>	:	
<b>Representative</b>	:		<b>Contact No.</b>	:	

Item No.	Technical Specifications	Qty.	Unit	Unit Price	Total
1	<b>Disinfection Services of OPLA-FOI</b> (6 sessions) Office Disinfection Services 56sqm each room <u>Disinfection Procedure</u> <ol style="list-style-type: none"><li>Wet Procedure</li><li>Dry Misting Procedure</li><li>Manual Wiping</li><li>UV Light Disinfection</li><li>Fogging or Air Purification</li></ol> To be conducted for (6) six sessions, with 15 days Interval per conduct of disinfection on the date and time requested by end-user or when the need arises as communicated by the end-user to the supplier  Inclusions: VAT and other charges  <b>IMPORTANT NOTES:</b> NO DP/ Send bill arrangement	6			
<b>TOTAL</b>					

After having carefully **read and accepted your General Conditions**, I quote you on the item at prices noted above.

\_\_\_\_\_  
Printed Name / Signature

\_\_\_\_\_  
Date