

Republic of the Philippines  
**OFFICE OF THE OMBUDSMAN**  
 OFFICE OF THE DEPUTY OMBUDSMAN FOR THE VISAYAS  
 Regional Office No. VIII, Marasbaras, Tacloban City 6500  
 Telefax: (053) 523-4010/321-7969 · Email: bacomb17reg8@yahoo.com

**REQUEST FOR PRICE QUOTATION**

NAME OF SUPPLIER \_\_\_\_\_

ADDRESS & TELEPHONE NO. OF SUPPLIER \_\_\_\_\_

TIN & TYPE OF REGISTRATION (VAT/NON-VAT) \_\_\_\_\_

**PHILGEPS REGISTRATION NO.:** \_\_\_\_\_

Date: 20 September 2018

Quotation No.: 2018-09-023

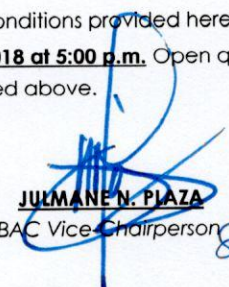
PR No.: 2018-08-023

Remarks: 1st Canvassing

Mode of Procurement: Small Value Proc.

SIR/MADAM:

Please quote your lowest government price for article/s listed below subject to the Terms and Conditions provided herein. Submit your quotation duly signed by you or your duly representative not later than **26 September 2018 at 5:00 p.m.** Open quotations may be submitted manually through facsimile, or email at the address and contact numbers indicated above.

  
**JULMANEN N. PLAZA**  
 BAC Vice-Chairperson

**TERMS AND CONDITIONS:**

1. Bidders shall provide correct and accurate information required in this form.
2. Bidders may quote for any or all the items.
3. Price quotations must be valid from the date of submission up to delivery.
4. Bids/Quotations must comply with the required minimum technical specifications as indicated below, otherwise it will be **REJECTED**.
5. Quotations exceeding the Approved Budget for the Contract shall be **REJECTED**.
6. Quotations having interlineations, erasures, or overwriting without signature or initial by you or any of your duly authorized representative shall be **REJECTED**.
7. The item/s quoted below shall be delivered within the contract period.
8. The OMB-RO8 shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
9. The OMB-RO8 reserves the right to reject/return the items delivered not in accordance with the required minimum specifications as inspected by the Inspection committee.
10. Total price quoted below is subject to withholding tax and payable in check.
11. Liquidated damages equivalent to one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The OMB-RO8 shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.
12. NEW suppliers or those suppliers with no updated file of the required documents in OMB RO8, are required to submit a photocopy of **valid Mayor's Business Permit** and **valid PhilGEPS Registration PRIOR to the opening/evaluation of offer/s**. A supplier who already submitted an updated copy of these documents is no longer required to submit the said documents.
13. In case of **Small Value Procurement**, the winning Bidder is required to submit a photocopy of latest **Income/Business Tax Return** for procurement with ABCs above **PhP500,000.00** and original copy of the **Omnibus Sworn Statement** prescribed by the GPPB for procurement with ABCs above **PhP50,000.00 BEFORE issuance of Notice of Award**.
14. In case of **Lease of Real Property or Venue**, the winning Bidder is required to submit a photocopy of latest **Income/Business Tax Return BEFORE issuance of Notice of Award**.
15. Bidders may submit a copy of **valid PhilGEPS Certificate of Platinum Membership** in lieu of Mayor's Business Permit and PhilGEPS Registration Number.

After having carefully read and accepted the Terms and Conditions, I/we submit our quotation/s for the item/s below:

ITEM NO.	QTY	UNIT	ARTICLE DESCRIPTION	TOTAL APPROVED BUDGET OF THE CONTRACT	SUPPLIER'S OFFER				
					UNIT PRICE	TOTAL PRICE	COMPLIANCE WITH TECHNICAL SPECIFICATIONS		REMARKS
							(Please Check)		
YES	NO								
			<b>PROCUREMENT FOR THE DELIVERY OF SECURITY SERVICES FOR ONE (1) YEAR PERIOD TO OMB RO8, TACLOBAN CITY</b>  A. Provide the Office of the Ombudsman (Visayas) Regional Office No. VIII on a daily basis, Sundays, and holidays included, a twenty four-hour (24) <b>Security Guard Contingency for one (1) year</b> , consisting of the following:						



ITEM NO.	QTY	UNIT	ARTICLE DESCRIPTION	TOTAL APPROVED BUDGET OF THE CONTRACT	SUPPLIER'S OFFER				
					UNIT PRICE	TOTAL PRICE	COMPLIANCE WITH TECHNICAL SPECIFICATIONS		REMARKS
							(Please Check)		
YES	NO								
1	3	Person	<p>CONTINUATION:</p> <p>1. Description</p> <p><b>a. MALE security guards for seven (7) days a week</b>            [Duty is on a daily basis, including Sundays &amp; holidays, eight (8)-hour duty]</p>	562,698.86					
2	1	Person	<p><b>b. FEMALE security guard for five (5) days a week</b>            (Duty from Mondays to Fridays only, excluding holidays, 8:00 AM - 12:00NN &amp; 1:00 PM - 5:00 PM only)</p> <p><b>2. Provide various equipment and materials</b>            (See attached List of Equipment and Materials to be Provided by the Winning Supplier)</p> <p><b>B. Shall strictly pay the security guards' remuneration in accordance to the latest Wage Order of the RTWPB and legal benefits under the Labor Code and other applicable laws</b> to include but not limited to the following:</p> <ol style="list-style-type: none"> <li>1. 13th Month Pay</li> <li>2. Holiday Pay</li> <li>3. Night Shift Differential</li> <li>4. SSS Contribution</li> <li>5. PhilHealth Contribution</li> <li>6. HDMF (Pag-IBIG) Contribution</li> </ol> <p style="text-align: center;">- NOTHING FOLLOWS -</p> <p><b>NOTE:</b></p> <ol style="list-style-type: none"> <li>1. Price Quotation/Financial Proposal <b>should be attached with a separate Cost Breakdown for Male and Female Security Guards .</b></li> <li>2. Suppliers <b>must submit the following documents prior to the deadline of submission of offer/s or quotations :</b> <ol style="list-style-type: none"> <li>a. <b>Conformity to Technical Specifications</b> together with <b>Monthly Disposition Report of Licensed Firearms as of December 2017; List of Communications Devices Owned; and List of Motor Powered Vehicles Owned</b>, as mentioned in E.2 Resources of the attached Supplier's Conformity to Technical Specifications.</li> <li>b. <b>Valid PNP License to Operate</b> per RA No. 5487</li> </ol> </li> </ol>	132,277.20					

\_\_\_\_\_  
 Printed Name & Signature  
 of Supplier's Representative

\_\_\_\_\_  
 Date