



**REQUEST FOR QUOTATION
(Small Value Procurement)**

Date: 24 October 2015

PR-101-2015-06-622

ICTO-iGov-RFQ-2015-08-003

To All Eligible Supplier:

The Information and Communications Technology Office (ICT Office), through its Bids and Awards Committee, intends to procure the Supply, Delivery and Installation of Two (2) Units of Emergency Metal Doors for UPS and Battery Room.

Please quote your best quotation on the line item(s) in the attached Technical Quotation Form, subject to the attached Terms and Conditions in the associated documents. Copies of the following eligibility requirements are also required to be submitted along with your quotation/proposal:

1. Mayor's Permit or Business Permit,
2. BIR Registration Certificate, and
3. PhilGEPS registration Certificate

Open quotations may be submitted on or before 1:00PM, 2 November 2015, manually at the 2nd Floor Information and Communications Technology Office, Carlos P. Garcia Avenue, UP Diliman, Quezon City. or through facsimile number 920-7447 or email address pi.mendoza@icto.dost.gov.ph or nino.flores@icto.dost.gov.ph.

For any clarifications, you may contact Ms. PI Mendoza or Mr. Niño Flores at telephone number 920-0101 local 2631 or 2632.

Engr. Beverly S. Camacho
ICT Office Bids and Awards Committee Overall Secretariat
Information and Communications Technology Office
Tel No. 920-0101 local 1831

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

Instructions:

1. Accomplish this RFQ correctly and accurately.
2. Do not alter the contents of this form in any way.
3. Failure to follow these instructions will disqualify your entire quotation

TECHNICAL PROPOSAL FORM

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SUPPLY, DELIVERY AND INSTALLATION OF TWO (2) UNITS EMERGENCY METAL DOORS FOR UPS AND BATTERY ROOM APPROVED BUDGET FOR THE CONTRACT (ABC) Php110,000.00 (All price offered shall be inclusive of VAT)	COMPLIANCE Please Check	
	YES	NO
A. Supply and Installation of Emergency Unidirectional Swing Exit Door to replace the existing Emergency Door located at UPS and Battery Room		
Technical Specifications:		
1. Door Size : bidder must take the exact measurement during inspection		
2. Thickness: 44 mm		
3. Fire resistant rating of at least 2 hours		
4. With Honeycomb insulation		
5. White Polyester Powder Coated Finish		
6. Ga18 metal sheet door panels		
7. Ga16 premium galvanized metal single rabbet jamb 100mm		
8. Stainless Steel Heavy Duty Hinges		
9. <i>Door Point panic system with key lock</i>		
10. Overhead Door Closer		
11. Prospective Bidder must fill the gaps with the doors materials		

SUPPLIER'S UNDERTAKING

I/We, the undersigned Supplier, after having examined the Technical Specifications/ Project Requirements and Scope of Services, hereby OFFER to supply/deliver/perform the above described items.

I/We undertake, if our proposal is accepted, to deliver the items in accordance with the terms and conditions contained in the Request for Quotation.

Until a formal Contract is prepared and signed, this quotation is binding on us.

Name of Company (in print)

Signature of Company Authorized Representative

Name & Designation (in print)

Contact Details

(Tel. No./Fax No./Mobile No./ Email Address)

Date

TECHNICAL PROPOSAL FORM

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SUPPLY, DELIVERY AND INSTALLATION OF TWO (2) UNITS EMERGENCY METAL DOORS FOR UPS AND BATTERY ROOM APPROVED BUDGET FOR THE CONTRACT (ABC) Php110,000.00 (All price offered shall be inclusive of VAT)	COMPLIANCE Please Check	
	YES	NO
B. Supply and Installation of Unidirectional Swing Exit Door		
Technical Specifications:		
1. Door Size : bidder must take the exact measurement during inspection		
2. Thickness: 44 mm		
3. Fire resistant rating of at least 2 hours		
4. With Honeycomb insulation		
5. White Polyester Powder Coated Finish		
6. Ga18 metal sheet door panels		
7. Ga16 premium galvanized metal single rabbet jamb 100mm		
8. Stainless Steel Heavy Duty Hinges		
9. Heavy Duty Door Knob and Lock		
10. Overhead Door Closer		
11. Prospective Bidder must fill the gaps with the doors materials		
C. Common to all		
1. Manufacturers Certification on Fire Rating		
2. Labor and other materials needed		
3. 2 year warranty on parts and labor		
4. Restoration of all thing affected during installation to its original state		
5. Cleaning and disposal of all debris		
Delivery Period: Thirty (30) Calendar Days upon issuance of Notice to Proceed		

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Date

COMPANY LOGO AND ADDRESS

SUPPLY, DELIVERY AND INSTALLATION OF TWO (2) UNITS EMERGENCY METAL DOORS FOR UPS AND BATTERY ROOM				
FINANCIAL PROPOSAL FORM				
Item No.	Descriptions	Brand Offer	Unit Cost	TOTAL COST
1	Supply, Delivery and Installation of Two (2) Units of Emergency Metal Doors for UPS and Battery Room			
Total Amount				
Amount in words:				

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