



# REQUEST FOR QUOTATION / PROPOSAL

CIAP-F-PRO-003 || Rev. 1 || 24/02/2022

## Procurement of Various Office Appliances

P.R. No./Date: **23-08-041 | 22 August 2023**

RFQ/P No. / Date: **2023-08-050 | 24 August 2023**

The **Construction Industry Authority of the Philippines (CIAP)** invites all eligible suppliers, contractors and consultants to quote the best offer for the described item/s in the attached **Terms of Reference/Technical Specifications** subject to the Terms and Conditions and within the **Approved Budget for the Contract (ABC)**.

**The following are the required document/s to be submitted as attachment/s to the quotation/proposal:**

*(Please submit the documents required to be submitted by the bidder pursuant to Annex "H"-Appendix A of Revised of The 2016 Revised IRR)*

- 1 **Mayor's/Business Permit**
- 2 **PhilGEPS Registration Number**
- 3 **BIR Certificate of Registration (BIR Form No. 2303)**
- 4 **Signed Terms of Reference or Technical Specifications, if applicable**

This pro-forma quotation maybe submitted through registered or electronic mail to the CIAP Bids and Awards Committee Secretariat at address indicated below or email to bac\_ciap@construction.gov.ph/angelzyrenecacho@construction.gov.ph on or before 29 August 2023, 10:00 AM, together with any additional requirements indicated in the attached Terms of Reference / Technical Specifications, and subject to the following Terms and Conditions:

1. All entries shall be typed or written in a clear legible manner.
2. No alternate quotation/offer is allowed, suppliers who submitted more than one quotation shall be automatically disqualified.
3. All prices offered herein are valid, binding and effective for **sixty (60)** calendar days upon receipt of the bid. Alternative bids shall be rejected.
4. Price quotations to be denominated in Philippine Peso shall include all applicable government taxes subject to **(BIR 2306)** 5% R-VAT and **(BIR 2307)** 1% (PO) or 2% (JO) deductions.
5. CIAP-BAC Technical Working Group may require you to submit documents that will prove your legal, financial and technical capability to undertake this contract.
6. Salient provisions of the IRR of RA 9184: Section 68 - Liquidated Damages and Section 69 - Imposition of Administrative Penalties shall be observed.
7. CIAP reserves the right to reject any and all quotations, declare a failure, or not award the contract pursuant to Sec 41 of the same IRR.
8. In case of tie quotations, suppliers' presence are required during tie breaking through draw lots or toss coin.
9. In case supplier pro forma quotation is submitted, conditions will be governed by the submitted signed **Terms of Reference/Technical Specifications**.
10. Payment shall be made through **check payment (Landbank)**.
11. For bidders with Landbank of the Philippines Bank Account Number, please write Account Number: \_\_\_\_\_.

Very truly yours,

*(ORIGINAL Copy Signed)*

**Angel Zyrene D. Cacho**

*Secretariat, Bids and Awards Committee*

CONSTRUCTION INDUSTRY AUTHORITY OF THE PHILIPPINES

4th Floor Room 410, Executive Building Center, 369 Sen. Gil Puyat Ave., cor. Makati Ave., Makati City

Telephone: (+632)8986-4507 / 0917-855-7198 | e-mail: bac\_ciap@construction.gov.ph

Item	QTY	ABC	Technical Specifications	Brand/Model	Unit Price	Total Amount
				(To be filled-out by the supplier)		
1	3	36,000.00	Microwave Oven 30 Liters			
	2	6,000.00	Electric Airpot 5 Liters			
	1	4,000.00	Rice Cooker 2.8 Liters			
	1	4,000.00	Electric Stove			
			<i>(Please see attached Technical Specifications)</i>			
<b>Total ABC</b>		<b>₱ 50,000.00</b>				
<b>Delivery and Other Instructions:</b>			Within 15 calendar days upon receipt of the Purchase Order by the Supplier			

*(Please provide **complete** information below)*

We undertake, if our Proposal is accepted, to supply/deliver the goods in accordance with the specifications and/or delivery schedule.

We agree to abide by this proposal for the price validity period specified in the terms and conditions and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a Purchase/Job Order or a Contract is prepared and executed, this Quotation/Proposal shall be binding upon us. We understand that CIAP is not bound to accept the lowest or any proposal that CIAP may receive.

Signature over Printed Name : \_\_\_\_\_  
 Designation/Position : \_\_\_\_\_  
 Name of Company : \_\_\_\_\_  
 Address : \_\_\_\_\_  
 Telephone / Fax : \_\_\_\_\_  
 E-mail Address: \_\_\_\_\_  
 Company Tax Identification Number : \_\_\_\_\_



### TECHNICAL SPECIFICATIONS

PROCUREMENT OF MICROWAVE OVEN FOR OFFICIAL USE OF CIAC EMPLOYEES				
Qty.	Unit	Specification	Unit Cost	Total Cost / ABC (inclusive of all cost and applicable taxes)
1	Unit	MICROWAVE OVEN	P12,000.00	P12,000.00
<b>SPECIFICATIONS</b>				
<b>PRODUCT TYPE</b>		Solo		
<b>OVEN CAPACITY</b>		32L		
<b>CONTROL METHOD</b>		Membrane		
<b>TURN TABLE SIZE</b>		318mm		
<b>POWER RATINGS</b>		220v/60Hz (Power Source), 1000W (Output Power), 1500W (Power Consumption), 10 (Power Level)		
<b>DIMENSIONS</b>		517x297x384mm		
<b>MATERIAL FINISHES</b>		Stainless Steel (Door), Silver (Cabinet), Push Buton (Door Type), Ceramic Enamel Interior (Cavity Material), LED (Display Type)		
<b>OTHER FEATURES</b>		Clock, Eco Mode, 30sec. Plus, Power Defrost, Deodorization, Child Safety Lock, Kitchen Timer, Sound On/Off, Auto Programs (Vegetable/Grains, Poultry/Seafood, Beverage, Auto Reheat, Pizza Reheat, Soften/Melt), Keep Warm Function		
<b>WARRANTY</b>		<ul style="list-style-type: none"><li>• Manufacturer's Warranty of 1 year or higher on parts and labor.</li><li>• For the duration of warranty period, the call back response (may be through email, phone or onsite support) time shall be guaranteed within one (1) hour upon notification.</li></ul>		
<b>DELIVERY</b>		Fifteen (15) Calendar Days upon Receipt of Notice of Award or Purchase Order		

Prepared by:

  
**RAYMOND G. GARCIA**  
TIDS, AMCD

Approved by:

  
**DELIA B. BILLED0-PERLADA**  
Office-in-Charge, AMCD



**CONFORME:**

\_\_\_\_\_  
Name and Signature of Authorized Representative of the Supplier

\_\_\_\_\_  
PhilGEPS Registration Number

\_\_\_\_\_  
Tax Identification Number

\_\_\_\_\_  
Date



### TECHNICAL SPECIFICATIONS

PURCHASE OF MICROWAVE OVEN FOR PANTRY USE OF CIAP AFMD				
Qty.	Unit	Description / Minimum Specification	Est. Cost / Unit	Total Amount
2	Unit	Please see below:	₱ 12,0000.00	₱ 24,000.00
Product Type		Solo		
Oven Capacity		30 Liters		
Control Method		Digital / Manual		
Turn Table Size		318mm		
Power Ratings		220v / 60Hz (power Source, 1000W (Output Power, 1500W (Power Consumption, 10 (Power Level)		
Dimensions		517x297x384mm		
Material Finishes		Stainless Steel (Door), Silver (Cabinet), Push Button (door Type), Ceramic Enamel Interior (Cavity Material), and/or with LED (Display Type)		
Warranty		Manufacturer's warranty of 1 year or higher on parts and labor, 5 years magnetron part and 10 years ceramic enamel		
Delivery		Fifteen (15) calendar days upon receive of Purchase order		

Requested by:

Approved by:

**RUSSELL N. RACELIS**

Supervising Administrative Officer, AFMD

**RUFINO H. TIVIDAD**

Chief Administrative Officer, AFMD

#### CONFORME:

\_\_\_\_\_  
Name and Signature of Authorized Representative of the Contractor

\_\_\_\_\_  
PhilGEPS Registration Number

\_\_\_\_\_  
Tax Identification Number

\_\_\_\_\_  
Date






**TECHNICAL SPECIFICATIONS**

<b>PROCUREMENT OF ELECTRIC AIRPOT FOR OFFICIAL USE OF CIAC EMPLOYEES</b>				
<b>Qty.</b>	<b>Unit</b>	<b>Specification</b>	<b>Unit Cost</b>	<b>Total Cost / ABC (inclusive of all cost and applicable taxes)</b>
2	Unit	<b>ELECTRIC AIRPOT</b>	<b>₱3,000.00</b>	<b>₱6,000.00</b>
<b>SPECIFICATIONS</b>				
<b>CAPACITY</b>		5 liters		
<b>DIMENSIONS</b>		23x12x42cm		
<b>POWER/VOLTAGE</b>		700W, 200V		
<b>FEATURES</b>		Tri-Dispense System, Water Gauge Level, 304 Food Grade Stainless Steel Inner Cavity, 360 rotation, Detachable Lid for easy cleaning, Air-Pump Safety Lock, Boil-Dry Protection		
<b>WARRANTY</b>		<ul style="list-style-type: none"><li>• Manufacturer's Warranty of 1 year or higher on parts, lifetime on labor and service</li><li>• For the duration of warranty period, the call back response (may be through email, phone or onsite support) time shall be guaranteed within one (1) hour upon notification.</li></ul>		
<b>DELIVERY</b>		Fifteen (15) Calendar Days upon Receipt of Notice of Award or Purchase Order		

Prepared by:

  
**FRIDAY L. ESTEBAN**  
Secretary II

Approved by:

  
**DELIA B. PERLADA**  
Office-in-Charge, AMCD

**CONFORME:**

\_\_\_\_\_  
Name and Signature of Authorized Representative of the Supplier

\_\_\_\_\_  
PhilGEPS Registration Number

\_\_\_\_\_  
Tax Identification Number

\_\_\_\_\_  
Date




### TECHNICAL SPECIFICATIONS

PROCUREMENT OF RICE COOKER FOR OFFICIAL USE OF CIAC EMPLOYEES				
Qty.	Unit	Specification	Unit Cost	Total Cost / ABC (inclusive of all cost and applicable taxes)
1	Unit	RICE COOKER	₱4,000.00	₱4,000.00
<b>SPECIFICATIONS</b>				
<b>PRODUCT TYPE</b>		Rice Cooker		
<b>WATTAGE</b>		1000W		
<b>CAPACITY</b>		2.8LITERS		
<b>TOP COVER</b>		Glass		
<b>DIMENSION (L x W x H)</b>		360x310x345mm		
<b>INCLUDED ACCESSORIES</b>		Steamer		
<b>OTHER FEATURES</b>		Automatic rice cooker with keep warm system With steamer Cooks rice, congee and soup Detachable power cord for easy cleaning.		
<b>WARRANTY</b>		<ul style="list-style-type: none"><li>• Manufacturer's Warranty of 1 year or higher on parts and labor</li><li>• For the duration of warranty period, the call back response (may be through email, phone or onsite support) time shall be guaranteed within one (1) hour upon notification.</li></ul>		
<b>DELIVERY</b>		Fifteen (15) Calendar Days upon Receipt of Notice of Award or Purchase Order		

Prepared by:

Approved by:

  
**RAYMOND G. GARCIA**  
TIDS, AMCD

  
**DELIA B. PERLADA**  
Office-in-Charge, AMCD

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**CONFORME:**

\_\_\_\_\_  
Name and Signature of Authorized Representative of the Supplier

\_\_\_\_\_  
PhilGEPS Registration Number

\_\_\_\_\_  
Tax Identification Number

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Date



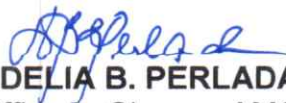
### TECHNICAL SPECIFICATIONS

PROCUREMENT OF ELECTRIC STOVE FOR OFFICIAL USE OF CIAC EMPLOYEES				
Qty.	Unit	Specification	Unit Cost	Total Cost / ABC (inclusive of all cost and applicable taxes)
1	Unit	ELECTRIC STOVE	₱4,000.00	₱4,000.00
<b>SPECIFICATIONS</b>				
<b>PRODUCT TYPE</b>		Solo		
<b>CONTROL METHOD</b>		Digital		
<b>POWER RATINGS</b>		220v/60Hz (Power Source), 1000W (Output Power), 1500W (Power Consumption), 10 (Power Level)		
<b>DIMENSIONS</b>		290x220x85mm		
<b>MATERIAL FINISHES</b>		Glass (Top), Black (Color), Ceramic Enamel Interior (Cavity Material), LED (Display Type)		
<b>OTHER FEATURES</b>		Energy-saving and efficient cooking. Compatible with induction hob, electric cooker		
<b>WARRANTY</b>		<ul style="list-style-type: none"><li>• Manufacturer's Warranty of 1 year or higher on parts and labor</li><li>• For the duration of warranty period, the call back response (may be through email, phone or onsite support) time shall be guaranteed within one (1) hour upon notification.</li></ul>		
<b>DELIVERY</b>		Fifteen (15) Calendar Days upon Receipt of Notice of Award or Purchase Order		

Prepared by:

  
**RAYMOND G. GARCIA**  
TIDS, AMCD

Approved by:

  
**DELIA B. PERLADA**  
Office-in-Charge, AMCD





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Tax Identification Number

\_\_\_\_\_  
Date