## Republic of the Philippines Department of Trade and Industry CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS

Golden Shell Pavilion, Roxas Blvd. Cor. Gil Puyat Ave., Pasay City

Solicitation No.: CITEM-2024-0035-R1

## REQUEST FOR QUOTATION (SHOPPING)

The Center for International Trade Expositions and Missions (CITEM) invites all interested parties to submit quotation for:

## PROCUREMENT OF 15 HEAVY DUTY ALL METAL STEEL RACK CABINET AND 100 HEAVY DUTY STORAGE BOX WITH LID

(Please see attached Request for Quotation Form for more details)

| QTY                                    | UNIT | ARTICLE/WORK/DESCRIPTION/SPECIFICATION  |   | APPROVED BUDGET FOR THE CONTRACT (ABC)          |  |
|--|------|---|---|---|--|
| 15                                     | rack | Heavy Duty All Metal Steel Rack Cabinet | : | PHP5,000.00 per rack or a total of PHP75,000.00 |  |
| 100                                    | box  | Heavy Duty Storage Box with Lid         | : | PHP250.00 per box or a total of PHP25,000.00    |  |
| Total Approved Budget for the Contract |      |   |   | PHP100,000.00                                   |  |

| Deadline of Submission of Eligibility Documents and Financial Bid | : 15 April 2024, 05:00PM |
|---|--------------------------|
| Opening of Bids   | : 16 April 2024, 02:00PM |

Conduct of Opening of Bids shall be held virtually thru Zoom and shall be open to all prospective bidders. Link of the Opening of Bids may be requested through the BAC Secretariat at <a href="mailto:citembac@citem.com.ph">citembac@citem.com.ph</a>. The link will be released on the actual day of the procurement activity.

The *Notice of Award* shall only be issued to the lowest calculated and responsive bidder who has complied with the following documentary requirements below, submitted in an enclosed, sealed and properly labeled envelope or compressed folder:

Eligibility Documents (1st Envelope / Compressed Folder)

1. Mayor's Permit for the current year or for individuals exercising a profession, BIR Certificate of Registration

Expired Mayor's permit with Official Receipt of renewal application shall be accepted provided that the renewed permit shall be submitted before the award of the contract.

2. Valid PhilGEPS Registration Number (evidenced by a certificate or screen shot)

**PhilGEPS Certificate of Platinum Membership** may be submitted in lieu of Mayor's Permit and PhilGEPS Registration Number.

Financial Bid (2nd Envelope / Compressed Folder)

Quotation using the attached Request for Quotation (RFQ) Form duly signed by the authorized representative.

To encourage the sanctity of the bids, bidders must submit these documents separately, on the above stated date and time, either on the following:

- a. Physical Submission at the CITEM Office, Golden Shell Pavilion, Roxas Blvd. cor. Gil Puyat Ave., Pasay City, or
- b. Online submission to the BAC Secretariat through email at citembac@citem.com.ph. A password protection maybe inflicted in the compressed folders to ensure security of the documents. The password must be disclosed on or before the date and time of the Opening of Eligibility Documents and Financial Bid as indicated above. Failure to disclose the password during the opening of bids may result to non-responsiveness of the bid.

CITEM-BAC reserves the right to reject any or all bids disadvantageous to, waive any formality or accept such bids as may be considered advantageous to the government. Further, CITEM-BAC assumes no obligation whatsoever to compensate or indemnify the bidders for expenses or losses that may be incurred in participating in this bidding.

For inquiries, please contact the CITEM Bids and Awards Committee Secretariat, at telephone no. (02) 8-831-2201 local 309/294 or email at <a href="mailto:citembac@citem.com.ph">citembac@citem.com.ph</a>.

ATTY. ANNA GRACE I. MARPURI Chairman, Bids and Awards Committee



CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
Golden Shell Pavilion, Roxas Blvd. Cor. Sen. Gil Puyat Avenue, Pasay City
Tel.: (632) 8-831-2201 local 309/294 E-mail: <a href="mailto:citembac@citem.com.ph">citembac@citem.com.ph</a>



| tress: Intermen:   | EXPOSI   | TIONS AND  | MISSIONS  |                         | PHILIPPINES               |
|--|----------|------------|---|-------------------------|---------------------------|
| Shopping with ABC of Php 50,001 and above Lease of Real Property and Venue Others:    Date: 11 April 20: Property and Venue Others:   Date: 11 April 20: RFQ No.: 2024-0035-1 tress:   RFQ | •        | -          | REQUEST FOR QUOTATION   | V                       | _                         |
| mpany Name:  |          |            |   |                         | L and above               |
| mpany name:  tract No::  please quote hereunder your lowest possible price(s) for the following article(s)/work(s) which are urgently needed by this office.  please quote hereunder your lowest possible price(s) for the following article(s)/work(s) which are urgently needed by this office.  quested that the quotation be sealed, signed, and stamped in an envelope or compressed folder and submitted to CITEM BA  readline of Submission of Eligibility Documents and Financial Bid: 15 April 2024  Time: 02:00PM Venue: Zoom  TV UNIT ARTICLE / WORK / DESCRIPTION / SPECIFICATION UNIT PRICE AMOUNT  PROCUREMENT OF THE FOLLOWING:  TOTAL APPROVED BUDGET FOR THE CONTRACT:  phylloo,000.00  TOTAL APPROVED BUDGET FOR THE CONTRACT:  phylloo,000.00  TOTAL APPROVED SUDGET FOR THE CONTRACT:  phylloo,000.00  Society and the search of the sea | □ Leas   | e or Real  | others.   |                         | Date: 11 April 2024       |
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| government.  ATTY. ANNA GRACE I. MARP BAC Chairman  CITEM Bids and Awards Committee:   |          |            |   |                         |                           |
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| BAC Chairman  CITEM Bids and Awards Committee:   |          |            |   |                         |                           |
| BAC Chairman  CITEM Bids and Awards Committee:   |          |            |   | ΔΤΤΥ                    | ANNA GRACEL MARRI         |
|  |          |            |   | Alli                    | •                         |
|  | ). CITE  | NA Dido o  | nd Awards Committee   |                         |                           |
| your request, I/we have indicated the prices of the above-mentioned article(s)/work(s) on the unit price/amount column above. I/We   |          |            |   | on the unit price/amour | nt column above. I/We als |
| ify that we have read, understood, and shall conform with the terms and conditions of this requirement.  |          |            |   |                         |                           |
|  |          |            |   |                         |                           |
| Date Submitted Signature are writted name of the Arthurined Supremental Comments of the Arthurined Com |          |            | Data Submitted  | therized Company        | vocantativa               |
| Date Submitted Signature over printed name of the Authorized Company Representative  Designation:  |          |            |   |                         | n esentative              |
| Telephone No(s).:  |          |            | 9   |                         |                           |

Email: