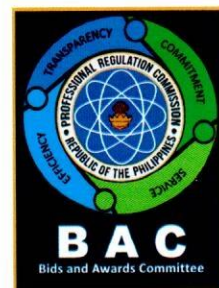




Republic of the Philippines
Professional Regulation Commission
Bids and Awards Committee

Central Office

P. Paredes St., Sampaloc, Metro Manila
Email: bac@prc.gov.ph



REGULAR MEMBERS:

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Chairman


MARIA LIZA M. HERNANDEZ
Vice-Chairperson

GISELLE G. DURANA
Member


HENRIETTA P. NARVAEZ
Member


WILMA T. UNANA
Member

ALTERNATE MEMBERS:

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Vice-Chairperson

OMAIMAH E. GANDAMRA
Member

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Member

TEODORO V. MENDOZA II
Member

PROVISIONAL MEMBERS:

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Provisional Member, IT Projects


CRISANTO L. DECENA
Provisional Member, Non-IT Projects

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Member

ELIEZER C. LEYCO
Member

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Member

ARVIN R. LUNAR
Member

NOMAN MAUI G. EBORA
Member

REQUEST FOR QUOTATION
(RFQ) No. 2022-104 to 105
(Negotiated Procurement – Small Value Procurement)

Date:

Contact Person:

Name of Company:

Address:

Contact details:

PHILGEPS Registration Number (required):

The **PROFESSIONAL REGULATION COMMISSION (PRC)**, with address at P. Paredes St., Sampaloc, Manila, through its Bids and Awards Committee (BAC), will undertake a Negotiated Procurement in accordance with Section 53.9 (Small Value Procurement) of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184 for the project:

**NAME OF PROJECT: PROCUREMENT OF CUSTOMIZED
CERTIFICATE HOLDER AND CUSTOMIZED
PRC PIN (LOT 1 & 2) - REBID**

Lot 1 - RFQ NO. 2022-104 – Customized Certificate Holder

Lot 2 - RFQ NO. 2022-105 – Customized PRC Pin

Bidders who are legally, technically, and financially capable may submit their accomplished open quotation/proposal personally, by mail/courier, through facsimile No. (02) 5-310-0037, or via email at bac@prc.gov.ph using the “PRC Official Forms” provided herein duly signed by the owner or his duly authorized representative **not later than 5 December 2022 at 9:00 AM**. Evaluation of quotation/proposal will be on **5 December 2022, at 11:00 AM** at the BAC Office, 4th Floor, PRC Annex Building, P. Paredes St. Sampaloc, Manila. Bidder/s or its duly authorized representative/s who wish to attend the evaluation of bids must submit a letter of intent to the BAC through the BAC Secretariat to be given a link for the meeting.

In addition to the quotation/proposal, copies of the following eligibility requirements (or its equivalent/ or if applicable) are required to be submitted:

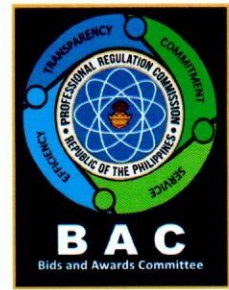
1. Valid Mayor's / Business Permit

(In exceptional cases where the LGU concerned has not yet released the Mayor's Permit, Bidders, in lieu of the valid Mayor's Permit may submit a substantial proof of renewal of Mayor's Permit, such as Official Receipt of payment)



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Member

2. PhilGEPS Registration Number
3. Latest Income/Business Tax Return
(for ABCs above P500,000.00)
4. Omnibus Sworn Statement
(Unnotarized Omnibus Sworn Statement may be accepted in compliance with the GPPB Resolution No. 09-2020, dated 7 May 2020, subject to compliance therewith after award of contract but before payment.)
5. Duly notarized Secretary's Certificate (for partnership, corporation, cooperative, or joint venture) / Special Power of Attorney as representative (if sole proprietorship).

- For Individual (only the BIR Certificate of Registration shall be submitted in lieu of DTI Registration and Mayor's Permit)
- For procurement requiring Mayor's Permit and PhilGEPS Registration Number, Certificate of Platinum membership may be submitted in lieu of the said documents.

PRC assumes no responsibility whatsoever to compensate or indemnify proponents for any expenses incurred in the preparation of the proposal.

PRC reserves the right to accept or reject any or all quotations, and to impose additional terms and conditions as it may deem proper.

We are furnishing you herewith a copy of the posted Request for Quotation with Annexes "A-B" for your reference.

For inquiries, you may call the BAC Secretariat at facsimile No. (02) 5-310-0037 or email at bac@prc.gov.ph.

Thank you.

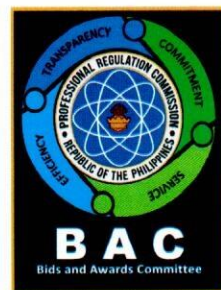
Very truly yours,


ERWIN M. ENAD
Commissioner
BAC Chairman



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ANNEX "A"

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Member

❖ TERMS AND CONDITIONS:

- Bidders shall provide correct and accurate information required in this form.
- The bidder shall submit their proposal through their duly authorized representative using the provided **OFFICIAL FORMS (Annex "A" & "B")**.
- Price quotation/s must be valid for a period of Thirty (30) calendar days from the date of the submission of the quotation.
- Price quotation/s to be denominated in the Philippine peso shall include all taxes, duties and/or levies payable.
- Quotations exceeding the Approved Budget for the Contract shall be automatically rejected.
- Award of Contract shall be made to the lowest quotation which complies with the minimum technical specifications and other terms and conditions stated herein.
- Any erasures or overwriting shall be valid only if they are properly signed by the owner or his/her authorized representative.
- Payment shall be made within 15-30 days upon receipt of the Statement of Account/Billing Statement, on a bank-to-bank basis.
- In order to assure that manufacturing defects shall be corrected by the supplier, a warranty security shall be required from the contract awardee for a minimum period of three (3) months, after acceptance by the Procuring Entity of the delivered supplies, per Section 62.1 of the 2016 Revised IRR.

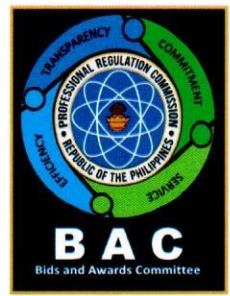
❖ TERMS OF REFERENCE

Name of Project :	PROCUREMENT OF CUSTOMIZED CERTIFICATE HOLDER AND CUSTOMIZED PRC PIN (LOT 1 & 2) - REBID
Approved Budget for the Contract :	The supplier shall bid for the items described in this Terms of Reference, Lot 1- RFQ NO. 2022-104 – Procurement of Customized Certificate Holder – Fourteen Thousand Pesos (Php14,000.00) Lot 2- RFQ NO. 2022-105 – Procurement of Customized PRC Pin – Twenty-Five Thousand Pesos (Php25,000.00) Inclusive of all applicable bank and government charges.
Location :	Professional Regulation Commission P. Paredes St., Sampaloc, Manila



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Member

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Member

PROCUREMENT OF CUSTOMIZED CERTIFICATE HOLDER AND CUSTOMIZED PRC PIN (Lot 1 to 2) - REBID	
QTY	Technical Specifications and Schedule of Requirement
200 PIECES	LOT 1 – CUSTOMIZED CERTIFICATE HOLDER
	Customized Certificate Holder <ul style="list-style-type: none">• Size: A4 Portrait• Type: Book Type• Material: Cardboard• Color (Outside): Electric Blue• Color (Inside): Plain White with four (4) corner Ribbon• Cover: Embedded PRC Logo (Color: Gold)
500 PIECES	LOT 2 – CUSTOMIZED PRC PIN
	Customized PRC Collar Pin <ul style="list-style-type: none">• Size: 20mm diameter - Size of 2018 Philippine 25 centavo• Material: Metal• Plating Color: Gold• Printing: Embossed PRC Logo, Laminated• Attachment: Butterfly clutch
Delivery Schedule: Within twenty (15) calendar days upon receipt of the sample.	

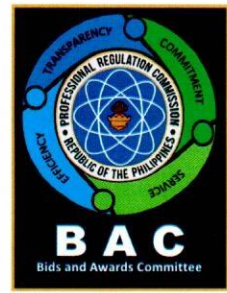
**ACKNOWLEDGMENT AND COMPLIANCE
WITH THE TERMS OF REFERENCE FOR THE PROCUREMENT OF
CUSTOMIZED CERTIFICATE HOLDER AND
CUSTOMIZED PRC PIN (LOT 1 & 2) - REBID**

SIGNATURE OVER PRINTED NAME
OF AUTHORIZED REPRESENTATIVE,
DESIGNATION AND PRINTED NAME OF COMPANY



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ANNEX "B"

**PRICE QUOTATION SHEET
FINANCIAL BID**

Having read, examined, and accepted the Terms of Reference on the subject Request for Quotation (RFQ), I/We submit our quotation/s for the item/s as follows:

Total Bid Price for the Project: (Inclusive of all taxes and bank charges)

**PROCUREMENT OF CUSTOMIZED CERTIFICATE
HOLDER AND CUSTOMIZED PRC PIN (LOT 1 & 2) -
REBID**

LOT 1 – RFQ No. 2022-104 – CUSTOMIZED CERTIFICATE HOLDER

In Figures: _____

In Words: _____

LOT 2 – RFQ No. 2022-105 – CUSTOMIZED PRC PIN

In Figures: _____

In Words: _____

***THE BID/QUOTED PRICE SHALL NOT EXCEED THE APPROVED BUDGET FOR THE CONTRACT INCLUSIVE OF VAT AND ALL TAXES AND BANK CHARGES.**

Bidder's authorized signature over printed name

Designation:

Name of Company:

Address:

Contact No: