



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 8106983  
**Procuring Entity** PHILIPPINE RECLAMATION AUTHORITY  
**Title** 800 boxes CORRUGATED/BALIKBAYAN BOXES, 30 x 30 x 30 inches  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b> 21-10-0824	<b>Status</b>	<b>Active</b>
<b>Trade Agreement:</b> Implementing Rules and Regulations		
<b>Procurement Mode:</b> Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Associated Components</b>	2
<b>Classification:</b> Goods	<b>Bid Supplements</b>	0
<b>Category:</b> Packaging Supplies and Materials		
<b>Approved Budget for the Contract:</b> PHP 760,000.00	<b>Document Request List</b>	1
<b>Delivery Period:</b> 14 Day/s		
<b>Client Agency:</b>	<b>Date Published</b>	22/10/2021
<b>Contact Person:</b> Angela Rodrigo BAC Secretariat Member 7th Flr., Legaspi Tower 200, 107 Paseo de Roxas, Legaspi Village Makati City Metro Manila Philippines 1226 63-2-84595000 Ext.7203 bac@pea.gov.ph	<b>Last Updated / Time</b>	22/10/2021 00:00 AM
	<b>Closing Date / Time</b>	25/10/2021 17:00 PM

#### Description

QTY. UNIT DESCRIPTION  
 800 boxes CORRUGATED/BALIKBAYAN BOXES  
 Dimensions: 30 x 30 x 30 inches or 76 x 76 x 76 cm  
 5-Ply Double Wall Structure  
 Made of Virgin Pulp Corrugated Boards  
 2-Piece Design: Collapsible main body and removable top  
 Delivered Collapsed, Filmed and Bubble Wrapped  
 Delivery period: 14 calendar days  
 Approved Budget for the Contract: Php 760,000.00 ONLY

#### DOCUMENTARY REQUIREMENTS (COMPLY ALL):

1. Accomplished Quotation Form and Specifications Form (SEE ATTACHED)
2. PhilGEPS Registration Number
3. Valid Business/ Mayor's Permit[1,2]
4. Omnibus Sworn Statement[3]
5. Secretary Certificate (for corporation or partnership)
6. Latest Income/Business Tax Returns

Please use PDF (preferred) or IMAGE file extension for email submission.

#### Note:

[1]Valid PhilGEPS Certificate of Platinum Membership may be submitted in lieu of Mayor's Permit and PhilGEPS

Registration Number.

[2]Expired Business/ Mayor's Permit with Official Receipt of renewal application may be submitted, subject to submission of current and valid Business/ Mayor's Permit after award of contract but before payment (GPPB Resolution No. 09-2020 dated 07 May 2020).

[3]Unnotarized Omnibus Sworn Statement (with Secretary Certificate for Corporations or Partnership) may be submitted, subject to submission of the notarized OSS after award of contract but before payment (GPPB Resolution No. 09-2020 dated 07 May 2020).

**Line Items**

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	CORRUGATED/BALIKBAYAN BOXES	30 x 30 x 30 inches; 5-Ply Double Wall Structure; See QUOTATION FORM	800	Box	760,000.00

**Other Information**

Please visit <https://www.pea.gov.ph/archives/philgeps-postings/2021-philgeps-postings> or message [bac@pea.gov.ph](mailto:bac@pea.gov.ph) if you can't download the Associated Components/Documents.

**Created by** Angela Rodrigo

**Date Created** 21/10/2021

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.



# Philippine Reclamation Authority (PRA)

7th. Floor, Legaspi Towers 200, 107 Paseo de Roxas, Makati City  
Tel. No. 459-5000 loc. 7203

## QUOTATION FORM

\_\_\_\_\_ Date

SUPPLIER: \_\_\_\_\_

PhilGEPS Registry No. \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TEL. NO.: \_\_\_\_\_

WEBSITE: \_\_\_\_\_

TIN. NO.: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

### INSTRUCTIONS:

1. Fill in all the blanks and place checkmarks on applicable boxes.
2. Quote your lowest net government price(s), taxes included, F. O. B. destination, for the item(s)/service(s) listed hereunder, indicating the shortest time of delivery and furnishing this Office with descriptive brochures, catalogues (if available), and/or samples (if required).
3. Indicate the brand name of the offered item/s and delivery charges (if applicable).
4. In case you are the **EXCLUSIVE MANUFACTURER, DISTRIBUTOR OR AGENT IN THE PHILIPPINES**, attach appropriate documents to the said effect.
5. E-mail duly accomplished form to bac@pea.gov.ph or submit said form to PRA Office (BAC Secretariat). **ONLINE SUBMISSION IS PREFERRED.**

NO.	QTY.	UNIT	DESCRIPTION	BRAND NAME (If Applicable)	UNIT PRICE *	TOTAL AMOUNT *
1.	800	boxes	<b>CORRUGATED/BALIKBAYAN BOXES</b>			
			Dimensions: 30 x 30 x 30 inches or 76 x 76 x 76 cm			
			5-Ply Double Wall Structure			
			Made of Virgin Pulp Corrugated Boards			
			2-Piece Design: Collapsible main body and removable top			
			Delivered Collapsed, Filmed and Bubble Wrapped			
			Delivery period: <b>14 calendar days</b>			
			Approved Budget for the Contract: <b>Php 760,000.00 ONLY</b>			

- Note: Amount shall be inclusive of taxes and delivery charges (if applicable).

### Terms and Conditions (FILL-OUT AND COMPLY REQUIREMENTS):

1. Payment shall be in the form of **Company Check** and price validity shall be **30 calendar days**.
2. Availability of item/s:  Delivery  Pick-up within \_\_\_\_ calendar days (c.d.) upon receipt of Purchase Order (P.O.).
3. Warranty period:  Not Applicable  Applicable warranty period shall be \_\_\_\_\_.
4. Indicate if quotation is:  VAT inclusive  Non-VAT (**attach certification**).
5. **Supplier/s must submit a copy of the following documents per 2016 Revised IRR of R.A. 9184:**
  - Valid PhilGEPS Registration Number
  - Mayor's/Business Permit<sup>1,2</sup>
  - Latest Income/Business Tax Returns
  - Omnibus Sworn Statement (include Secretary Certificate for partnership or corporation)<sup>3</sup>
6. Suppliers must download the attached document of a bid before the closing date to be included in the Document Request List (DRL). Suppliers must be registered in PhilGEPS.
7. By submitting this quotation, supplier is authorizing PRA to deduct the following from the total amount as payment for taxes:

	VAT Taxpayer	Non-VAT Taxpayer
Expanded Withholding TAX	2%	2%
Gross Money Payment	5%	3%
<b>TOTAL</b>	<b>7%</b>	<b>5%</b>

QUOTED BY:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Position

<sup>1</sup> Valid PhilGEPS Certificate of Platinum Membership may be submitted in lieu of Mayor's Permit and PhilGEPS Registration No.  
<sup>2</sup> Expired Business/ Mayor's Permit with Official Receipt of renewal application may be submitted, subject to submission of current and valid Business/ Mayor's Permit after award of contract but before payment (GPPB Resolution No. 09-2020 dated 07 May 2020).

<sup>3</sup> Unnotarized Omnibus Sworn Statement (with Secretary Certificate for Corporations or Partnership) may be submitted, subject to submission of the notarized OSS after award of contract but before payment (GPPB Resolution No. 09-2020 dated 07 May 2020).