



COMMISSION ON HUMAN RIGHTS
REPUBLIC OF THE PHILIPPINES

REQUEST FOR QUOTATION

September 11, 2020

Dear Sir/Madam:

Greetings from the Commission on Human Rights!

The Commission on Human Rights (CHR), through its Special Bids and Awards Committee for Foreign Assisted Projects (SBAC-FAPs), will procure for the Supply, delivery and installation container vans with airconditioning units for the Commission on Human Rights, Commonwealth Avenue, Quezon City through Section 53.9 Negotiated Procurement – Small Value Procurement of the Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184 with an Approved Budget for the Contract (ABC) of **Five Hundred Thousand Pesos (PhP500,000.00)** under the approved 2020 CHR-GOJUST and pursuant to CHR 2020 Revised Annual Procurement Plan.

GENERAL REQUIREMENTS:

SCOPE OF WORK	The Services shall involve the following activities: A. Supply and Delivery of Container Vans with air-conditioning units B. Excavation and foundations: • Concreting of Footings and Pedestals C. Lifting and Alignment																														
TECHNICAL SPECIFICATIONS AND BILL OF QUANTITIES	Hereunder are specifications and its quantities required in the supply and delivery of Container Vans and Air-conditioning units; <table><tr><th colspan="2">ITEMS</th><th colspan="2">QUANTITY/UNIT</th></tr><tr><td colspan="4">CONTAINER VANS:</td></tr><tr><td>20 Ft.Local Container Van</td><td>1</td><td colspan="2">Set</td></tr><tr><td>40 Ft.Local Container Van</td><td>1</td><td colspan="2">Set</td></tr></table> <table><tr><th colspan="2">ITEMS</th><th colspan="2">QUANTITY/UNIT</th></tr><tr><td colspan="2">AIR-CONDITIONING UNITS (window type):</td><td></td><td></td></tr><tr><td colspan="2">Cooling capacity 2.5Hp Window type (non-inverter) EER rating 9.6-up (220v 60hz)</td><td>1</td><td>Unit</td></tr></table>			ITEMS		QUANTITY/UNIT		CONTAINER VANS:				20 Ft.Local Container Van	1	Set		40 Ft.Local Container Van	1	Set		ITEMS		QUANTITY/UNIT		AIR-CONDITIONING UNITS (window type):				Cooling capacity 2.5Hp Window type (non-inverter) EER rating 9.6-up (220v 60hz)		1	Unit
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TRANSPORTATION AND HANDLING	<p>A. Transport of goods to the Commission shall be arranged and paid for by the supplier and the costs thereto deemed included in the Bid Price.</p> <p>B. The goods, while in transit, shall be the property of the supplier and any loss and damage resulting thereto shall be at the account of the supplier.</p>				
PROJECT DURATION	Delivery and installation must be completed within twenty-five (25) calendar days from receipt of Notice of Proceed (NTP), provided the place/area is clear for any obstruction.				
REQUIREMENTS	<p>A. QUALIFICATION REQUIREMENTS</p> <p>The Bidder must have the necessary experience and expertise in the above-mentioned project or similar project by submitting proofs of the following as part of the technical proposal:</p> <ol style="list-style-type: none">1. Business Permit/Licenses of the Bidder;2. Engaged in the same business for at least two (2) years;3. No record of at least 3 months overdue project delivery at the CHR (those without request for extension);4. Bidder's office should be located within Mega Manila. <p>B. ELIGIBILITY REQUIREMENTS</p> <ol style="list-style-type: none">1. Interested suppliers are required to submit their valid and current Mayor's permit, and PhilGeps Registration Number, upon submission of Quotation/Proposal. PhilGeps Membership may be submitted in lieu of the Mayor's/ Business Permit and the PhilGeps Registration Number. <p>C. FINANCIAL OFFER</p> <ol style="list-style-type: none">1. The prospective supplier must quote the best offer of the subject item. The financial offer shall be tax inclusive and shall be used as basis for the evaluation and calculation of the quotation.				
TERMS AND CONDITION	<p>A. The Purchase Order (P.O.) and Contract shall be accepted by the supplier prior to the delivery of goods/services.</p> <p>B. Non-availability of goods in bill of quantities shall be made known to the Procuring Entity/End-User prior to the implementation of the project.</p> <p>C. The Commission shall have the right to reject the goods and/or cancel the P.O./Contract and request for improvements/replacement if they are found to be non-compliant with the specifications. Further, the Commission shall have the right to inspect and/or test the goods to confirm if the latter are in conformity with the technical specifications.</p> <p>D. Supplier may submit a request for extension of delivery within the period specified in the contract for the approval of the Head of Procuring Entity</p>				

	<p>(HoPE).</p> <p>E. Failure to deliver goods as specified in the contract or within the extension period shall authorize the Commission to liquidated damages of at least equal to one-tenth of one percent (1%) of the cost of unperformed portion for everyday of delay until such goods are finally delivered and accepted by the procuring entity concerned.</p> <p>The Commission may rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies available under the circumstances.</p> <p>F. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative.</p> <p>G. Any modifications in the contract implementation must be approved by the Commission.</p> <p>H. No subcontracting shall be allowed for the entire project.</p>
TERMS OF PAYMENT	Payment shall be made through Land Bank’s LDDAP-ADA/BANK Transfer facility, processed within twenty (20) calendar days upon final acceptance of goods as described in the Scope of Work and Technical Specifications and upon approval of Inspection and Acceptance (IAR) or Certificate of Acceptance and Completion Report. Bank Transfer fee shall be charged against the creditor’s account for other Banking Institution.
APPROVED BUDGET FOR THE CONTRACT (ABC)	Five Hundred Thousand Pesos – P 500,000.00
WARRANTY AND COVERAGE	Warranty – At least five (5) months warranty on container vans and at least one (1) year warranty on Airconditioning units from the date of the Final Acceptance.
EXECUTION AND PRE-TERMINATION OF THE CONTRACT	<p>1. This Terms of Reference (TOR) shall form an integral part of the Contract, which shall be executed by and between the Commission as the Procuring Entity and the Supplier upon issuance of the Notice of Award (NOA).</p> <p>2. The Contract and this TOR shall be implemented in accordance with the terms and conditions herein stipulated. Failure on the part of the Supplier to comply with any of the provisions of the Contract and this TOR shall warrant its pre-termination. The Commission shall inform the Supplier within ten (10) calendar days prior to the effectivity of the termination.</p> <p>3. In case of pre-termination, the Supplier shall be liable to pay an additional liquidated damages equivalent to five percent (5%) of the Contract Price, in accordance with the Government Accounting Manual (GAM), and the performance security shall be forfeited. The Supplier shall further be blacklisted</p>

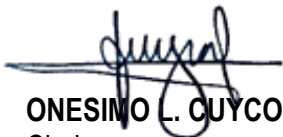
	or disqualified from participating in any other project.
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Your quotation/proposal must be submitted together with the attached reply slip on or before 5:00PM of September 16, 2020 in a sealed bid envelope at the 3rd Floor, General Administration Office-Procurement Division, CHR Central Office, SAAC Building, U.P. Complex, Commonwealth Avenue, Diliman, Quezon City or through email address gojustprocurement.chr2020@gmail.com.

Should you have concerns, you may contact the Procurement Division at telefax no. 936-6107 or 09178571607 or at the email address written above.

The CHR reserves the right to reject any and all quotations/bids, to annul the procurement process, declare a failure of bidding, to reject all quotations/bids at any time prior to contract award, or not to award the contract, without thereby incurring any liability to the affected bidder/s, and to accept only the offer that is most advantageous to the Government pursuant to Sec. 41 of the 2016 Revised IRR of RA 9184.

Truly yours,



ONESIMO L. GUYCO
Chairman
Special Bids and Awards Committee

REPLY SLIP

PROCUREMENT: Supply, delivery and installation container vans with airconditioning units for the Commission on Human Rights, Commonwealth Avenue, Quezon City.

REQUEST FOR QUOTATION NO. : 09-165, s. 2020

September ____, 2020

Director ONESIMO L. CUYCO
Chairman
Special Bids and Awards Committee
Procurement Division, Commission on Human Rights
3rd Floor, General Administrative Office
Procurement Division, SAAC Building,
U.P. Complex, Commonwealth Avenue,
Diliman, Quezon City

Dear Dir. Cuyco :

This is to submit the following bid quotation/proposal for the subject procurement with a total bid price of _____ **Pesos (PhP_____00)**, inclusive of all existing and appropriate government taxes and charges:

Quantity	Unit	Description

I hereby certify that the above bid quotation/proposal is true and correct, and I accept the rights of the Commission on Human Rights, as the Procuring Entity, under Section 41 of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

Thank you.

Truly yours,

Name of Bidder	:	_____
Authorized Representative	:	_____
Designation/Position	:	_____
Address	:	_____
Telephone No./Mobile No.	:	_____
Email address	:	_____
TIN No	:	_____
Landbank Account Name	:	_____
Landbank Account Number	:	_____
PhilGEPS Registration No.	:	_____
Signature	:	_____