PhilGEPS Philippine Government Electronic Procurement System

Central Portal for Philippine Government Procurement Oppurtunities

Help

Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number	8056309
Procuring Entity	MARITIME INDUSTRY AUTHORITY (MARINA)
Title	PROCUREMENT OF CORRUGATED BOX
Area of Delivery	Metro Manila

Solicitation Number:	2021-09-399	**Status**	**Pending**
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Shopping - Ordinary/Regular Office Supplies & Equipment (Sec. 52.1.b)	**Associated Components**	1
Classification:	Goods		
Category:	Office Equipment Supplies and Consumables	**Bid Supplements**	0
Approved Budget for the Contract:	PHP 60,000.00		
Delivery Period:	15 Day/s	**Document Request List**	0
Client Agency:			
Contact Person:	VADM Rene V. Medina AFP (Ret) The BAC Chairperson c/o BAC Office,10th Floor,MARINA Bldg. A. Bonifacio Drive cor. 20th Street, Port Area Manila Metro Manila Philippines 1018 63-2-85246518 2021marinabac@gmail.com	**Date Published**	06/10/2021
		Last Updated / Time	05/10/2021 15:43 PM
		Closing Date / Time	11/10/2021 13:00 PM

Description

PROCUREMENT OF CORRUGATED BOX

Please see attached file.

You may visit our website at marina.gov.ph (under transparency tab)

Created by	VADM Rene V. Medina AFP (Ret)
Date Created	05/10/2021

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.

© 2004,2004-2021 DBM Procurement Service. All rights reserved.,DBM Procurement Service. All rights reserved.

Republic of the Philippines
DEPARTMENT OF TRANSPORTATION
MARITIME INDUSTRY AUTHORITY

REQUEST FOR QUOTATION

The Maritime Industry Authority (MARINA) – Bids and Awards Committee (BAC), will undertake a Small Value Procurement for the **PROCUREMENT OF CORRUGATED BOX** in accordance with Section 53.9 of the 2016 Revised Implementing Rules and Regulation of Republic Act No. 9184

Please quote your **best offer** for the item described herein, **subject to the Terms and Conditions** provided at the last page of this Request for Quotation (RFQ). Submit your quotation duly signed by you or your representative at the address below:

MARINA BAC Secretariat
c/o BAC Office,10th Floor, MARINA Bldg.
A. Bonifacio Drive cor. 20th Street, Port Area, Manila

"PROCUREMENT OF CORRUGATED BOX"

A copy of your **2021 Business/Mayor's Permit**[1], **PhilGEPSRegistationNumber, Latest Income Tax Return**and **Omnibus Sworn Statement**[2]are required to be submitted along with your quotation/proposal.

For any clarification, you may contact us at email address at 2021marinabac@gmail.com

ATTY. KORINA MAE V. PIMENTEL
Head, BAC Secretariat

[1] In case of recently expired Mayor's/Business permit, it shall be accepted together with its official receipt as proof that the bidder has applied for renewal within the period prescribed by the concerned local government unit, provided that the renewed permit shall be submitted after award of contract but before payment in accordance with item 6.2 of Government Procurement Policy Board (GPPB) Resolution No. 09-2020.

[2] In case of Unnotarized Omnibus Sworn Statement, it shall be accepted, provided that the notarized Omnibus Sworn Statement shall be submitted after award of contract but before payment in accordance with item 6.3 of GPPB No. 09-2020.

DATE: _____

NAME OF COMPANY:

ADDRESS:

COMPANY ADDRESS:

COMPANY TIN NUMBER:

PHILGEPS REGISTATION NUMBER:

NAME OF REPRESENTATIVE & DESIGNATION:

INSTRUCTIONS:

(1) Accomplish this RFQ correctly and accurately.
(2) Do not alter the content of this form in any way.
(3) All technical specifications are mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotation.
(4) Failure to follow these instructions will disqualify your entire quotation.

Bidder's must state here either "Comply" or any equivalent term in the column "Bidder's Statement of Compliance" against each of the individual parameters of each specification.

After having carefully read and accepted the Terms and Conditions in the Request for Quotation, hereunder is our quotation for the item/s as follows:

PROCUREMENT OF CORRUGATED BOX					
CONTRACT PACKAGE	ITEM DESCRIPTION	QTY	UNIT	UNIT COST	BIDDER'S STATEMENT OF COMPLIANCE
1 LOT	CORRUGATED BOX ***Specification:*** Topless regular slated cartoon Plain with hand hole 15"1/2 x 12" x 10"1/4 Die cut cover, plain, 125 lbs 15" 7/8 x 12" x 2"	1,200	PCS		

**The above quoted prices are inclusive of all costs and applicable taxes.*

The delivery schedule expressed as week/months stipulates hereafter a delivery date which is the date to the project site.

PROCUREMENT OF CORRUGATED BOX				
CONTRACT PACKAGE	ITEM DESCRIPTION	QTY	UNIT	DELIVERY DATE
1 LOT	CORRUGATED BOX ***Specification:*** Topless regular slated cartoon Plain with hand hole 15"1/2 x 12" x 10"1/4 Die cut cover, plain, 125 lbs 15" 7/8 x 12" x 2"	1,200	PCS	Fifteen (15) days upon receipt of NTP and PO

FINANCIAL OFFER:

Please quote your **best for** the item below. Please do not leave any blank items. Indicate **"0"** if item being offered is for free.

PROCUREMENT OF CORRUGATED BOX	
Approved Budget for the Contract (ABC)	**Total Offered Quotation**
SixtyThousand Pesos. **(Php 60,000.00)**	In words: _____ _____ _____ _____ In figures: _____ _____ _____ _____

PAYMENT DETAILS:

Banking Institution:	_____
Account Number:	_____
Account Name:	_____
Branch:	_____

_____
Signature over Printed Name

_____
Position/Designation

_____
Office Telephone No.

_____
Fax/Mobile No.

_____
Email Address/es

TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.

2. Price quotation/s must be valid for a period of *thirty (30) calendar days*from the date of submission.

3. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.

4. Quotations exceeding the Approved Budget for the Contract shall be rejected.

5. Award of contract shall be made to lowest calculated and responsive quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.

6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.

7. The item/s shall be delivered according to the requirements specified in the Technical Specifications.

8. The MARINA shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.

9. In case two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the MARINA-BAC shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.

10. **Payment shall be processed after delivery and upon the submission of the required supporting documents, in accordance with existing accounting rules and regulations. Please note that the corresponding bank transfer fee, if any, shall be chargeable to the contractor's account.**

11. Liquidated damages equivalent to one tenth of one percent (0.1%) of value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The MARINA shall 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 open to it.

_____
Signature over Printed Name

_____
Position/Designation

TERMS OF REFERENCE
FOR THE PROCUREMENT OF CORRUGATED BOX

1. INTRODUCTION

The Maritime Industry Authority (MARINA), a government agency established pursuant to Presidential Decree No. 474 (1974) and an attached agency to the Department of Transportation (DOTr), wishes to invite quotations from interested persons and entities for the following:

CONTRACT PACKAGE	ITEM DESCRIPTION	QTY	UNIT
1 LOT	CORRUGATED BOX	1,200	PCS
	Specification:		
	Topless regular slated cartoon Plain with hand hole 15"1/2 x 12" x 10"1/4 Die cut cover, plain, 125 lbs 15" 7/8 x 12" x 2"		

2. APPROVED BUDGET FOR THE CONTRACT

The Approved Budget for the Contract (ABC) is **SIXTY THOUSAND PESOS ONLY (P60,000.00)** is available which will be charged against the MARINA Central Office funds FY 2021.

3. CONDITIONS AND SUPPLIER RESPONSIBILITIES:

3.1 The prospective supplier shall bid in the above-listed items;

3.2 All bids shall be considered as fixed prices and not subject to price escalation during contract implementation;

3.3 The prospective supplier shall replace the defective items within ten (10) days upon receipt of notification of the defect with the same quality and specifications at no cost to the MARINA; and

3.4 The prospective supplier shall submit the following documents:
a. Copy of PhilGEPS Registration;
b. Mayor's/Business Permit
c. Copy of Business/ Income Tax Return (ITR)
d. Omnibus Sworn Statement

4. PERIOD OF DELIVERY:

The delivery shall be fifteen (15) calendar days from the receipt of Notice to Proceed and Purchase Order.

5. **TERMS OF PAYMENT:**

5.1 Within fifteen to thirty (15-30) calendar days upon receipt of billing invoice/Statement of Account and issuance of Inspection and Acceptance report by the MARINA;

5.2 Payment shall be made through List of Due and Demandable Accounts Payable with Advice to Debit Account (LDDAP-ADA);

5.3 The supplier shall provide the bank Account wherein payment will be credited.

5.4 Preferably Landbank Account otherwise, bank charges shall be borne by the supplier.

VADM RENE V MEDINA AFP (Ret)
Executive Director
STCW Office

ASD NO.: 13-00
Initial Issue Date: 09-08-2017
Re ision Date: 00

REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF TRANSPORTATION
MARITIME INDUSTRY AUTHORITY

PURCHASE REQUEST

Office: STCW OFFICE
Division/Section: ASD
Date Request: 23 September 2021

PR No. : 2021 - 09 - 390
SAI No. : SEP 2 4 2021

Item No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
1		**CORRUGATED BOX**	1,200	50.00	**60,000.00**
		Specification:			
		(see attached TOR)			
		x-x-x nothing follows x-x-x			
		Note: included in the STCWO PPMP CY2021			

Requisitioning Officer

Signature:
Printed Name: **VADM RENE V MEDINA AFP (Ret)**
Designation: Executive Director, STCW Office, MARINA

Purpose: For official use of the different STCW Offices.

Note: items are not included in the list of commonly-use supplies from PS-DBM. Hence, said items will be purchased from other sources/suppliers.

CERTIFICATION

☑ FUNDS AVAILABLE
☐ NO FUNDS AVAILABLE

RALPH A. NARVAEZ
Chief, Budget Division

☐ Approved ☐ Disapproved

PR Approver

Signature:
Printed Name: **VADM ROBERT A EMPEDRAD AFP (Ret)**
Designation: Administrator

Note: *Please indicate specific purpose other than "for official use of the Office." (e.g. monthly regular supplies, as per APP. special projects, etc.)*

Omnibus Sworn Statement (Revised)

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

   [If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

   [If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

   [If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

   [If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable;)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

   [If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

   [If a partnership or cooperative:] None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the

BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and

8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:

   a. Carefully examining all of the Bidding Documents;
   b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
   c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
   d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.

9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

IN WITNESS WHEREOF, I have hereunto set my hand this __ day of ___, 20__ at _____, Philippines.

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]
[Insert signatory's legal capacity]
Affiant

[Jurat]
[Format shall be based on the latest Rules on Notarial Practice]