



TOLEDO CITY WATER DISTRICT
 2nd Flr., Terminal Bldg., Baybay I, Toledo City
 Tel. Nos. (032) 4678544, 4678533 Fax: (032) 4679449

Date : August 15, 2018

REQUEST FOR QUOTATION

NAME, ADDRESS & TEL/FAX NO. OF SUPPLIER

PLEASE QUOTE YOUR LOWEST PRICE, NET OF ANY POSSIBLE DISCOUNT:

WITH PRODUCT BROCHURE

DEADLINE FOR SUBMISSION (DATE/TIME)

August 28, 2018

CANVASS OPENING DATE/TIME

August 29, 2018 8:00 AM

DELIVERY REQUIREMENT WITHIN 15 CALENDAR DAYS FROM RECEIPT OF APPROVED NOTICE TO PROCEED

REF. P.R. NO.: 2018-08-071 APPROVED BUDGET: P 720,000.00

PURPOSE : to safeguard TCWD Main Office and Sangi Warehouse for CY 2018-2019 (Sept. 16, 2018-Sept. 15, 2019)

QUOTED BY:

PRINT AND SIGN NAME/POSITION

ITEM NO	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL AMOUNT
	Security Services for CY 2018-2019 a) Main Office - 1 guard Schedule of duty : Monday to Friday 1st to 15th day of the month : 8:00am to 5:00pm 16th to 31st day of the month: 7:30am to 5:30pm b) Sangi Warehouse - 1 guard/shift Schedule of duty: 7days 24-hr duty c) Reliever - one (1) guard d) Five (5) Security Cameras at Main Office e) Two (2) Security Cameras at Sangi Warehouse	1	lot		
			0		
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			0		

POSTED
 PHILGEPS REF No. 0579194
 BY: [Signature] DATE: 8/22/2018

TERMS AND CONDITIONS:

- 1) AS A GOVERNMENT AGENCY, TCWD SHALL DEAL ONLY WITH LEGITIMATE SUPPLIERS/ CONTRACTOR WHICH ISSUE BIR REGISTERED O.R.S;
- 2) QUOTED PRICES MUST BE INCLUSIVE OF 5% TAX FOR MATERIALS & SUPPLIES 6% FOR LABOR AND 1% EXPANDED WITHHOLDING TAX;
- 3) ALL QUOTATIONS SHALL BE FIRM AND VALID FOR A PERIOD OF AT LEAST THIRTY (30) DAYS FROM THE DATE OF RECEIPT OF QUOTATION & SHALL BE BINDING UPON THE SUPPLIER WITHIN THE PERIOD;
- 4) TCWD RESERVES THE RIGHT TO POST-QUALIFY ANY SUPPLIER AND/OR TO REJECT ANY OR SUBMITTED QUOTATIONS;
- 5) P.O./CONTRACT SHALL BE AWARDED TO THE LOWEST EVALUATED RESPONSIVE BID, DELIVERED ITEMS ARE SUBJECT TO INSPECTION. WITH PAYMENT PROCESSING TO COMMENCE ONLY AFTER ACCEPTANCE BY THE PROPERTY CONTROL DIVISION; AND
- 6) TERMS OF PAYMENT WITHIN 30 DAYS FROM DATE OF ACCEPTANCE.

REQUESTED BY:

[Signature]
JENN GLAIZA C. GALLEG0

Indus. Rel. Mgmt. Officer B.

RECOMMENDING APPROVAL:

[Signature]
MARY DESIREE A. CABANTE

BAC Chairman

[Signature]
ARLENE V. MERCADER

Division Manager, Administrative

APPROVED BY:

[Signature]
FRANCISCO R. ABELLANA

General Manager