



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF JUSTICE  
NATIONAL PROSECUTION SERVICE  
**OFFICE OF THE REGIONAL PROSECUTOR  
REGION III**

Diosdado Macapagal Government Center, Barangay Maimpis  
City of San Fernando, Pampanga



## REQUEST FOR QUOTATION

Pursuant to Republic Act No. 9184, the Office of the Regional Prosecutor, Region III (ORP - Region 3) through its Bids and Awards Committee of the National Prosecution Service – Region III (BAC - NPS Region III), hereby invites all interested, suppliers, manufacturers or distributors and bidders to submit their *lowest price* (inclusive of tax) on the items listed on the attached RFQ and submit their quotations duly signed by their representatives:

Project : **PROCUREMENT OF COMMON USE SUPPLIES NOT AVAILABLE AT THE  
DBM-PROCUREMENT SERVICE – REGIONAL DEPOT NO. 3**

Location : **OFFICE OF THE REGIONAL PROSECUTOR – REGION III**  
Hall of Justice Building, Diosdado Macapagal Government Center  
Barangay Maimpis, City of San Fernando, Pampanga

**Total Approved Budget for the Contract : Php 989,288.90**  
=====

### I. DELIVERABLES

1. The prospective bidders shall bid for the supply and delivery of common use supplies to the Office of the Regional Prosecutor – Region III, Hall of Justice, Diosdado Macapagal Government Center, Barangay Maimpis, City of San Fernando, Pampanga.

### II. SCHEDULE OF DELIVERY

Delivery shall be made within (5) calendar days upon issuance/receipt of the Purchase Order.

### III. TERM OF PAYMENT

**Send bill.** Payment shall be made based on delivery of the winning bidder/supplier and the same will be directly paid by the Financial Management Service of the Department of Justice – Manila through List of Due and Demandable Accounts - Advice to Debit Accounts (LDDA-ADA).

### GENERAL CONDITIONS:

1. *Warranty shall be for a period of six (6) months from date of acceptance;*
2. *Price validity shall be a for a period of thirty (30) days from submission of quotation;*
3. *All bids shall be considered as fixed prices and not subject to price escalation during purchase order/contract implementation;*

4. *A penalty of one-tenth of one percent (0.001) of the total cost of the undelivered items shall be imposed for every day of delay. The liquidated damages will be imposed until such items/goods are finally delivered and accepted by ORP-Region III;*
5. *PhilGeps Registration Certificate, Valid Mayor's Permit, Income Tax Return and Omnibus Sworn Statement should be attached upon submission of the duly accomplished RFQ;*
6. *Authority to deduct the amount equivalent to one percent (1%) of the total contract price as retention money, in lieu for the warranty security; and*
7. *Door to door delivery.*

**Deadline for submission of quotations will be on or July 08, 2021 (Thursday), 9:00 a.m.** addressed to the BAC – NPS Region III Chairperson, Office of the Regional Prosecutor, Region III, Diosdado Macapagal Government Center, Barangay Maimpis, City of San Fernando, Pampanga.

For more details/inquiries, please coordinate with Mr. Demosthenes B. Mercado and/or Mr. Romar A. Arciga at telephone number (045) 963-6817. The quotation may be submitted through e-mail at [orsp\\_region3@yahoo.com](mailto:orsp_region3@yahoo.com) and/or [orp03@doj.gov.ph](mailto:orp03@doj.gov.ph).

The BAC - NPS Region III assumes no responsibility whatsoever to compensate or indemnify supplier/s for any expenses incurred in the preparation and submission of quotations/proposals.

The BAC - NPS Region III reserves the right to reject any or all proposals found to be disadvantageous to the government.

City of San Fernando, Pampanga, June 30, 2021.



**JOCELYN C. SAN PEDRO-MAAT**

Senior Assistant Regional Prosecutor and  
Chairperson, BAC – NPS Region III

Attachment: RFQ dated 06-30-2021.