



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/es) on the items listed on the attached RFQ duly signed by your authorized representative.

Project : **PROCUREMENT OF CONSUMABLES FOR VARIOUS PHOTOCOPYING MACHINES**

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 184,823.08

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I. DELIVERABLES

1. The prospective bidders shall bid for the supply and delivery of consumables for various printers 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 seven (7) 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 sixty (60) days from submission of quotation;*
3. *All bids shall be considered as fixed prices and not subject to price escalation upon issuance of purchase order and/or during 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 Number or Philgeps Platinum Certificate, Valid Mayor's Permit and Income/Business Tax Return should be attached upon submission of the duly accomplished RFQ;*
6. *In lieu for the warranty security, the amount equivalent to one percent (1%) of the total contract price may be deducted as retention money; and*
7. *Door to door delivery.*


Deadline for submission of quotations will be on May 16, 2022 (Monday), 1:00 p.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 (**pdf file**) at orp03@doj.gov.ph and/or orsp_region3@yahoo.com.

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, May 05, 2022.


JOCELYN C. SAN PEDRO-MAAT
Senior Assistant Regional Prosecutor and
Chairperson, BAC – NPS Region III

Attachment: RFQ No. 2022-05-0006 dated 05-05-2022;