



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 7731287  
**Procuring Entity** GOVERNANCE COMMISSION FOR GOCC  
**Title** Supply and Delivery of (Samsung) Centralized Printer Toners  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b>	21-0015	<b>Status</b>	<b>Active</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	3
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	1
<b>Category:</b>	Office Equipment Supplies and Consumables	<b>Date Published</b>	01/06/2021
<b>Approved Budget for the Contract:</b>	PHP 70,000.00	<b>Last Updated / Time</b>	01/06/2021 00:00 AM
<b>Delivery Period:</b>		<b>Closing Date / Time</b>	04/06/2021 10:00 AM
<b>Client Agency:</b>			
<b>Contact Person:</b>	Reynaldo C. Paruñgao Jr. Administrative Officer V 3/F CITIBANK Center, Makati City Metro Manila Philippines 1226 63-02-53282030 Ext.415  procurement@gcg.gov.ph		

#### Description

Please see the attached Purchase Request for P.R. No. 21-0015 for the procurement of Supply and Delivery of (Samsung) Centralized Printer Toners with the Approved Budget for the Contract (ABC) of (P70,000.00) and the Terms of Reference (TOR)/Technical specifications for the project.

Prospective Suppliers/Service Providers will need to submit the SIGNED Proposal Form and the following documentary requirements:

1. Supplier's/Service Provider's 2021 Mayor's/Business Permit;
2. PhilGEPS Certificate of Registration or Registration Number;
3. Notarized Omnibus Sworn Statement (Please see attached template);
4. For:
  - a.) Corporations - Notarized Corporate Secretary's Certificate delegating authority to transact on behalf of the service

provider with the supplier's Securities and Exchange Commission (SEC) Certificate of Registration

or

b.) Sole Proprietorship - DTI Certificate and Notarized Special Power of Attorney (SPA) if applicable.

or

C.) For Partnerships - SEC Registration of partnership and notarized resolution conferring authority for representative to transact on behalf of the same

Failure to submit ALL the above-mentioned documents with the signed Proposal Form before the deadline on 04 June 2021 at 10:00am renders the submission, NON-COMPLIANT.

In cases involving a tie among bidders, the procuring entity will bring the concerned service providers/suppliers to agree on a method to break the tie which shall be non-discretionary/non-discriminatory and is similarly based on sheer luck or chance.

All email submissions must be sent to: [PROCUREMENT@GCG.GOV.PH](mailto:PROCUREMENT@GCG.GOV.PH)

Pursuant to DBM Circular No. 2013-16 dated 23 Dec. 2013, GCG has adopted the Direct Payment Scheme (DPS) via bank debit system through the issuance of the List of Due and Demandable Accounts Payable Authority to Debit Account (LDDAP-ADA) in settlement of payables due to creditors/payees.

**Other Information**

Deadline for Submission of quotations/proposals AND documentary requirements: 04 June 2021, 10:00am

You may also view/download the attachments for this project @ <https://gcg.gov.ph/procurement/>

All submissions via email must be sent to [procurement@gcg.gov.ph](mailto:procurement@gcg.gov.ph)

Verification for receipt of all submissions must be sent to: [procurement@gcg.gov.ph](mailto:procurement@gcg.gov.ph)

For further inquiries, you may reach us at 5328 2030 local 371 or 415

**Created by** Reynaldo C. Paruñgao Jr.

**Date Created** 31/05/2021

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