



REQUEST FOR QUOTATION

The Cagayan Economic Zone Authority (CEZA), will undertake a Small Value Procurement for the “Supply, Delivery and Installation of Window Curtain for CEZA Corporate Center”, in accordance with Section 53.9 of Implementing Rules and Regulations of Republic Act No. 9184.

| | |
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| Name of Project | Supply, Delivery and Installation of Window Curtain for CEZA Corporate Center |
| Approved Budget for the Contract | Nine Hundred Ninety Eight Thousand Six Hundred Ninety Pesos (PHP 998,690.00) |
| Specifications | See attached Technical Specifications (Annex B) |
| Location | Cagayan Economic Zone Authority, 10th Floor Greenfield Tower, Mayflower cor. Williams sts., Greenfield District, Highway Hills, Mandaluyong City |
| Delivery Term | Fifteen (15) days from the receipt of Notice to Proceed (NTP) or Acceptance of Purchase/Job Order |

Interested suppliers are required to submit their valid and current Mayor’s/Business Permit, PhilGEPS Registration Number, Latest Income/Business Tax Return, Omnibus Sworn Statement, Authority of Signatory (Secretary Certificate) if applicable, product brochure, and price quotation form (Annex A) during submission of offer/quotation.

Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated above and other terms and conditions stated in the price quotation form.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative/s.

Submission of quotation and eligibility documents is on or before 5:00 PM of April 04, 2022 at the Cagayan Economic Zone Authority, 10th Floor Greenfield Tower, Mayflower cor. Williams Sts., Greenfield District, Highway Hills, Mandaluyong City, Metro Manila. Open submission may be submitted, manually or through facsimile at 8291-6704 to 8 local 362 or email @ bacsecretariat@ceza.gov.ph.

For inquiry, you may contact us at tel. no 8291-6704 to 8 and email bacsecretariat@ceza.gov.ph.

Very truly yours,


DHART E. CARPIO
BAC Chairperson



10th floor Greenfield Tower, Mayflower corner Williams Streets,
Greenfield District, Mandaluyong City, Metr Manila, Philippines 1550
Tel. (+632)8291-6704 to 08
Email: info@ceza.gov.ph Website: www.ceza.gov.ph
Cagayan Offices: Centro, Santa Ana, Cagayan 3514 - Tel. (+6378) 395-4832 / 4828
Regional Government Center, Carig Sur,
Tuguegarao City, Cagayan 3500 - Tel. (+6378) 4844 / 4080



ANNEX A REQUEST FOR QUOTATION

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| <p>TO: CAGAYAN ECONOMIC ZONE AUTHORITY 10/F GREENFIELD TOWER, MAYFLOWER COR WILLIAMS STREETS, GREENFIELD DISTRICT MANDALUYONG CITY, METRO MANILA, PHILIPPINES 1550 ☎ (632) 370-5519</p> <p>We offer to perform the work or supply these items at the quoted prices and under the terms stated below. We certify that our company is a manufacturer, licensed distributor or dealer of these items and that at least 60% of the capital thereof is owned by Filipinos, proof of which may be submitted.</p> <p>a. Prices shall be valid until _____ b. Delivery shall be completed within _____ days from receipt of Job or Purchase Order c. Payment within seven days after delivery, acceptance and compliance with payment requirements d. We shall pay a penalty at 1/10 of 1% of the value of the undelivered balance for each day of delay in delivery or completion of work.</p> | <p>PR No: 2022-03-138 PR Date: March 23, 2022</p> <p>Please quote your best prices on the items below under the stated terms and conditions. If the total amount is P80, 000 or more, submit a bidder's bond in cash, manager's or cashier's check equivalent to 5% thereof.</p> <div style="text-align: center; margin-top: 20px;">  PHILIP EARL H. ACHANZAR Supervising Administrative Officer </div> |
|--|--|

| ITEM NO. | QTY. | UNIT | DESCRIPTION | UNIT PRICE | AMOUNT |
|----------|------|--------|---|------------|--------|
| 1 | 6 | Pieces | FIRST FLOOR BACK <ul style="list-style-type: none"> • Dimension: 57 inches width, 120 inches length • 3 Block-Out • Traverse | | |
| 2 | 1 | Piece | FIRST FLOOR BESIDE DIVISION HEAD <ul style="list-style-type: none"> • Dimension: 89 inches width, 97.5 inches length • 5 Block-Out • Traverse | | |
| 3 | 6 | Pieces | FIRST FLOOR - DM FOR FREEPORT, FACILITIES DEPARTMENT <ul style="list-style-type: none"> • Dimension: 51 inches width, 97.5 inches length • 3 Block-Out • Traverse | | |
| 4 | 6 | Pieces | FIRST FLOOR BESIDE LOBBY <ul style="list-style-type: none"> • Dimension: 49 inches width, 112.5 inches length • 3 Block-Out • Traverse | | |
| 5 | 3 | Pieces | FIRST FLOOR (1ST UNIT LEFT) <ul style="list-style-type: none"> • Dimension: 90 inches width, 130.5 inches length • 3 Block-Out • Traverse | | |
| 6 | 2 | Pieces | DOOR RENTAL SPACE <ul style="list-style-type: none"> • Dimension: 90 inches width, 35.5 inches length • 5 Block-Out • Traverse | | |

ANNEX A

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| 7 | 10 | Pieces | FIRST FLOOR (RIGHT INFRONT LOBBY) <ul style="list-style-type: none"> • Dimension: 95 inches width, 123 inches length • 3 Block-Out • Traverse | | |
| 8 | 2 | Pieces | DOOR LOBBY <ul style="list-style-type: none"> • Dimension: 51 inches width, 36 inches length • 3 Block-Out • Traverse | | |
| 9 | 8 | Pieces | FIRST FLOOR INFRONT <ul style="list-style-type: none"> • Dimension: 51 inches width, 129 inches length • 3 Block-Out • Traverse | | |
| 10 | 10 | Pieces | SECOND FLOOR INFRONT FOYER LOBBY <ul style="list-style-type: none"> • Dimension: 45 inches width, 131 inches length • 3 Block-Out • Traverse | | |
| 11 | 2 | Pieces | THIRD FLOOR BESIDE DA FOR OPERATION <ul style="list-style-type: none"> • Dimension: 44 inches width, 129 inches length • 3 Block-Out • Traverse | | |
| 12 | 8 | Pieces | THIRD FLOOR BESIDE DA FOR MANAGEMENT <ul style="list-style-type: none"> • Dimension: 49 inches width, 129 inches length • 8 Block-Out • Traverse | | |
| 13 | 6 | Pieces | THIRD FLOOR INFRONT ACCOUNTING AND BUDGET DIVISION <ul style="list-style-type: none"> • Dimension: 90 inches width, 129 inches length • 3 Block-Out • Traverse | | |
| 14 | 6 | Pieces | THIRD FLOOR INFRONT ENTRANCE HEAD <ul style="list-style-type: none"> • Dimension: 49 inches width, 129 inches length • 3 Block-Out • Traverse | | |
| 15 | 10 | Pieces | THIRD FLOOR INFRONT RM4 BOARDROOM <ul style="list-style-type: none"> • Dimension: 45 inches width, 128 inches length • 3 Block-Out • Traverse | | |

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|----|---|--------|---|--|--|
| 16 | 8 | Pieces | THIRD FLOOR INFRONT RM6 WAITING AREA CORPORATE SEC <ul style="list-style-type: none"> • Dimension: 50 inches width, 129 inches length • 3 Block-Out • Traverse | | |
| 17 | 4 | Pieces | THIRD FLOOR INFRONT LOUNGE CORPORATE SECRETARY MEETING <ul style="list-style-type: none"> • Dimension: 48 inches width, 129 inches length • 3 Block-Out • Traverse | | |
| 18 | 4 | Pieces | THIRD FLOOR BACK DA FOR SUPPORT AND SERVICES RM1 <ul style="list-style-type: none"> • Dimension: 51 inches width, 129 inches length • 3 Block-Out • Traverse | | |
| 19 | 2 | Pieces | RM2 <ul style="list-style-type: none"> • Dimension: 51 inches width, 129 inches length • 3 Block-Out • Traverse | | |
| 20 | 4 | Pieces | THIRD FLOOR BACK DA FOR SUPPORT AND SERVICES RM3 <ul style="list-style-type: none"> • Dimension: 51 inches width, 129 inches length • 3 Block-Out • Traverse | | |
| 21 | 2 | Pieces | RM4 DA FOR MARKETING AND INVESTMENT PROMOTION <ul style="list-style-type: none"> • Dimension: 51 inches width, 129 inches length • 3 Block-Out • Traverse | | |
| 22 | 6 | Pieces | 3RD FLOOR INFRONT RM3 49, 48, 51, 51, 51, 51 <ul style="list-style-type: none"> • Dimension: 51 inches width, 129 inches length • 3 Block-Out • Traverse | | |
| 23 | 4 | Pieces | 3RD FLOOR INFRONT RM5 48, 48, 48, 51 <ul style="list-style-type: none"> • Dimension: 51 inches width, 129 inches length • 3 Block-Out • Traverse | | |
| 24 | 8 | Pieces | 3RD ROOM BESIDE RM6 59, 59, 48, 48, 48, 48, 48, 48 <ul style="list-style-type: none"> • Dimension: 59 inches width, 129 inches length • 3 Block-Out • Traverse | | |

ANNEX A

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|--|-----------------|--------|--|-----------------|---|--|--|------------------------|--------------|-----------|------|----------|---------------------|
| 25 | 8 | Pieces | ROOM 5 AND ROOM 6 <ul style="list-style-type: none"> Dimension: 51 inches width, 127 inches length 3 Block-Out Traverse | | | | | | | | | | |
| 26 | 8 | Pieces | RM8 X8 BESIDE <ul style="list-style-type: none"> Dimension: 44 inches width, 128 inches length 3 Block-Out Traverse | | | | | | | | | | |
| 27 | 4 | Pieces | RM8 <ul style="list-style-type: none"> Dimension: 50 inches width, 128 inches length 3 Block-Out Traverse | | | | | | | | | | |
| 28 | 1 | Lot | ROOM 8 MOTOR FOR REMOTE CONTROL <ul style="list-style-type: none"> Materials: PC ABS Voltage: Ac 220V 60Hz Power: 45 Watt Rotate Speed: 110 Rpm Speed: 14cm Protection Level: 1P 20 Size: 105cm x 12cm x 12cm Weight: 4.2Kg / 5.2Kg Can pull up to 50Kg Curtains Curtain will open and close automatically Stop at any preferred position via remote | | | | | | | | | | |
| 29 | 1 | Lot | INSTALLATION AND LABOR | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | <i>Note: Cost must be VAT inclusive</i> | TOTAL: | | | | | | | | | |
| <p>ENCLOSE THIS FORM IN A SEALED ENVELOPE WITH THE RFQ NUMBER WRITTEN ON THE OUTSIDE AND SUBMIT NOT LATER THAN</p> <table border="1" style="width: 100%; margin-top: 10px;"> <tr> <td style="width: 50%; padding: 5px;">DATE April 04, 2022</td> <td style="width: 50%; padding: 5px;">TIME 5:00 PM</td> </tr> </table> <p>WHEN YOU OR YOUR REPRESENTATIVE IS REQUESTED TO ATTEND THE OPENING OF ALL QUOTATIONS. THE AUTHORITY RESERVES THE RIGHT TO ACCEPT OR REJECT ANY OR ALL QUOTATIONS AND TO IMPOSE ADDITIONAL TERMS AND CONDITIONS IT MAY DEEM NECESSARY.</p> | | | DATE April 04, 2022 | TIME 5:00 PM | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 5px;">TOTAL QUOTATION AMOUNT</td> </tr> <tr> <td style="padding: 5px;">PREPARED BY:</td> </tr> <tr> <td style="padding: 5px;">SIGNATURE</td> </tr> <tr> <td style="padding: 5px;">NAME</td> </tr> <tr> <td style="padding: 5px;">POSITION</td> </tr> <tr> <td style="padding: 5px;">PHONE NO. / FAX NO.</td> </tr> </table> | | | TOTAL QUOTATION AMOUNT | PREPARED BY: | SIGNATURE | NAME | POSITION | PHONE NO. / FAX NO. |
| DATE April 04, 2022 | TIME 5:00 PM | | | | | | | | | | | | |
| TOTAL QUOTATION AMOUNT | | | | | | | | | | | | | |
| PREPARED BY: | | | | | | | | | | | | | |
| SIGNATURE | | | | | | | | | | | | | |
| NAME | | | | | | | | | | | | | |
| POSITION | | | | | | | | | | | | | |
| PHONE NO. / FAX NO. | | | | | | | | | | | | | |
| BUSINESS NAME / BUSINESS ADDRESS: | | | | | | | | | | | | | |

TECHNICAL SPECIFICATIONS

Bidders/Suppliers must state “Comply” in the column “Statement of Compliance” against each of the individual parameters of each “Specification”. Please do not just place check in the bidder’s “Statement of Compliance”.

| Item | Technical Specifications | STATEMENT OF COMPLIANCE |
|-------|---|-------------------------|
| | Supply, Delivery and Installation of Window Curtain for CEZA Corporate Center | |
| I. | <u>6 Pieces First Floor Back</u> <ul style="list-style-type: none"> • Dimension: 57 inches width, 120 inches length • 3 Block-Out • Traverse | |
| II. | <u>1 Piece First Floor Beside Division Head</u> <ul style="list-style-type: none"> • Dimension: 89 inches width, 97.5 inches length • 5 Block-Out • Traverse | |
| III. | <u>6 Pieces First Floor – DM for Freeport, Facilities Department</u> <ul style="list-style-type: none"> • Dimension: 51 inches width, 97.5 inches length • 3 Block-Out • Traverse | |
| IV. | <u>6 Pieces First Floor Beside Lobby</u> <ul style="list-style-type: none"> • Dimension: 49 inches width, 112.5 inches length • 3 Block-Out • Traverse | |
| V. | <u>3 Pieces First Floor (1st Unit Left)</u> <ul style="list-style-type: none"> • Dimension: 90 inches width, 130.5 inches length • 3 Block-Out • Traverse | |
| VI. | <u>2 Pieces Door Rental Space</u> <ul style="list-style-type: none"> • Dimension: 90 inches width, 35.5 inches length • 5 Block-Out • Traverse | |
| VII. | <u>10 Pieces First Floor (Right in Front Lobby)</u> <ul style="list-style-type: none"> • Dimension: 95 inches width, 123 inches length • 3 Block-Out • Traverse | |
| VIII. | <u>2 Pieces Door Lobby</u> <ul style="list-style-type: none"> • Dimension: 51 inches width, 36 inches length • 3 Block-Out • Traverse | |
| IX. | <u>8 Pieces First Floor in Front</u> | |

ANNEX B

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| | <ul style="list-style-type: none"> • Dimension: 51 inches width, 129 inches length • 3 Block-Out • Traverse | |
| X. | <p><u>10 Pieces Second Floor in Front Foyer Lobby</u></p> <ul style="list-style-type: none"> • Dimension: 45 inches width, 131 inches length • 3 Block-Out • Traverse | |
| XI. | <p><u>2 Pieces Third Floor Beside DA for Operation</u></p> <ul style="list-style-type: none"> • Dimension: 44 inches width, 129 inches length • 3 Block-Out • Traverse | |
| XII. | <p><u>8 Pieces Third Floor Beside DA for Management</u></p> <ul style="list-style-type: none"> • Dimension: 49 inches width, 129 inches length • 8 Block-Out • Traverse | |
| XIII. | <p><u>6 Pieces Third Floor in Front Accounting and Budget Division</u></p> <ul style="list-style-type: none"> • Dimension: 90 inches width, 129 inches length • 3 Block-Out • Traverse | |
| XIV. | <p><u>6 Pieces Third Floor in Front Entrance Head</u></p> <ul style="list-style-type: none"> • Dimension: 49 inches width, 129 inches length • 3 Block-Out • Traverse | |
| XV. | <p><u>10 Pieces Third Floor in Front RM4 Boardroom</u></p> <ul style="list-style-type: none"> • Dimension: 45 inches width, 128 inches length • 3 Block-Out • Traverse | |
| XVI. | <p><u>8 Pieces Third Floor in Front RM6 Waiting Area Corporate Sec</u></p> <ul style="list-style-type: none"> • Dimension: 50 inches width, 129 inches length • 3 Block-Out • Traverse | |
| XVII. | <p><u>4 Pieces Third Floor in Front Lounge Corporate Secretary Meeting</u></p> <ul style="list-style-type: none"> • Dimension: 48 inches width, 129 inches length • 3 Block-Out • Traverse | |
| XVIII. | <p><u>4 Pieces Third Floor Back DA for Support and Services RM1</u></p> <ul style="list-style-type: none"> • Dimension: 51 inches width, 129 inches length • 3 Block-Out • Traverse | |
| XIX. | <p><u>2 Pieces RM2</u></p> <ul style="list-style-type: none"> • Dimension: 51 inches width, 129 inches length • 3 Block-Out • Traverse | |
| XX. | <p><u>4 Pieces Third Floor Back DA for Support and Services RM3</u></p> <ul style="list-style-type: none"> • Dimension: 51 inches width, 129 inches length • 3 Block-Out | |

ANNEX B

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| | <ul style="list-style-type: none"> • Traverse | |
| XXI. | <p><u>2 Pieces RM4 DA for Marketing and Investment Promotion</u></p> <ul style="list-style-type: none"> • Dimension: 51 inches width, 129 inches length • 3 Block-Out • Traverse | |
| XXII. | <p><u>6 Pieces 3rd Floor in Front RM3 49, 48, 51, 51, 51, 51</u></p> <ul style="list-style-type: none"> • Dimension: 51 inches width, 129 inches length • 3 Block-Out • Traverse | |
| XXIII. | <p><u>4 Pieces 3rd Floor in Front RM5 48, 48, 48, 51</u></p> <ul style="list-style-type: none"> • Dimension: 51 inches width, 129 inches length • 3 Block-Out • Traverse | |
| XXIV. | <p><u>8 Pieces Third Room Beside RM6 59, 59, 48, 48, 48, 48, 48, 48</u></p> <ul style="list-style-type: none"> • Dimension: 59 inches width, 129 inches length • 3 Block-Out • Traverse | |
| XXV. | <p><u>8 Pieces Room 5 and Room 6</u></p> <ul style="list-style-type: none"> • Dimension: 51 inches width, 127 inches length • 3 Block-Out • Traverse | |
| XXVI. | <p><u>8 Pieces RM8 X8 Beside</u></p> <ul style="list-style-type: none"> • Dimension: 44 inches width, 128 inches length • 3 Block-Out • Traverse | |
| XXVII. | <p><u>4 Pieces RM8</u></p> <ul style="list-style-type: none"> • Dimension: 50 inches width, 128 inches length • 3 Block-Out • Traverse | |
| XXVIII. | <p><u>1 Lot Room 8 Motor for Remote Control</u></p> <ul style="list-style-type: none"> • Materials: PC ABS • Voltage: Ac 220V 60Hz • Power: 45 Watt • Rotate Speed: 110 Rpm • Speed: 14cm • Protection Level: 1P 20 • Size: 105cm x 12cm x 12cm • Weight: 4.2Kg / 5.2Kg • Can pull up to 50Kg Curtains • Curtain will open and close automatically • Stop at any preferred position via remote | |
| XXIX. | <p><u>1 Lot Installation and Labor</u></p> | |