

REQUEST FOR QUOTATION

The Cagayan Economic Zone Authority (CEZA), will undertake a Negotiated Procurement – Small Value Procurement for the “Supply and Delivery of Multivitamins and Minerals for all CEZA Employees” in accordance with Section 53.9 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184, otherwise known as the Government Reform Act (Updated as of 15 April 2024).

Name of Project	Supply and Delivery of Multivitamins and Minerals for all CEZA Employees
Approved Budget for the Contract	Four Hundred Ninety-Seven Thousand Three Hundred Fifty Pesos (₱497,350.00)
Specifications	See the attached Technical Specifications (Annex B)
Location	CEZA Office, Mandaluyong City, Metro Manila
Delivery Term	Fifteen (15) days from the receipt of the Purchase Order

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

Award of the 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 10:00 A.M. of July 15, 2024, 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 by email at procurement@ceza.gov.ph.

For inquiries, you may contact us at Tel. No. 8291-6704 to 8 and email procurement@ceza.gov.ph.

Very truly yours,



PERLA C. TUMALIUAN
BAC Chairperson

ANNEX A REQUEST FOR QUOTATION

TO: CAGAYAN ECONOMIC ZONE AUTHORITY
 10/F GREENFIELD TOWER, MAYFLOWER COR
 WILLIAMS STREETS, GREENFIELD DISTRICT
 MANDALUYONG CITY, METRO MANILA,
 PHILIPPINES 1550
 ☎ (+6328) 291 6704 to 08

PR No: 2024-07-432

PR Date: JULY 2, 2024

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.

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.

- 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 1/10th of 1% of the value of the undelivered balance for each day of delay in delivery or completion of work.


PHILIP EARL H. ACHANZAR
 Supervising Administrative Officer

ITEM NO.	QTY.	UNIT	DESCRIPTION	UNIT PRICE	AMOUNT
I.	35,000	Piece	MULTIVITAMINS AND MINERALS WITH EXACT CONTENTS <ul style="list-style-type: none"> Thiamine Mononitrate (Vitamin B1) Riboflavin (Vitamin B2) Pyridoxine hydrochloride (Vitamin B6) Cyanocobalamin (Vitamin B12) Nicotinamide Calcium Pantothenate Ascorbic Acid (Vitamin C) 		
			<i>-nothing follows-</i>		
Note: Cost must be VAT-inclusive				TOTAL:	

ENCLOSE THIS FORM IN A SEALED ENVELOPE WITH THE RFQ NUMBER WRITTEN ON THE OUTSIDE AND SUBMIT NOT LATER THAN

DATE JULY 15, 2024	TIME 10:00 AM
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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.

TOTAL QUOTATION AMOUNT
PREPARED BY:
SIGNATURE
NAME
POSITION

BUSINESS NAME / BUSINESS ADDRESS:

PHONE NO. / FAX NO.

TIN: _____

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 a check in the bidder’s “*Statement of Compliance*”.

Item	Technical Specifications	STATEMENT OF COMPLIANCE
I.	<p>35,000 PIECES MULTIVITAMINS AND MINERALS WITH EXACT CONTENTS</p> <ul style="list-style-type: none"> • Thiamine Mononitrate (Vitamin B1) • Riboflavin (Vitamin B2) • Pyridoxine hydrochloride (Vitamin B6) • Cyanocobalamin (Vitamin B12) • Nicotinamide • Calcium Pantothenate • Ascorbic Acid (Vitamin C) 	