



PHILIPPINE NATIONAL OIL COMPANY

PNOC Building VI, Energy Center

Rizal Drive, BGC, Taguig City

Tel. No.: 8789 – 7662

www.philgeps.gov.ph / www.pnoc.com.ph

REQUEST FOR QUOTATION / PROPOSAL

The PHILIPPINE NATIONAL OIL COMPANY (PNOC) through its Bids and Awards Committee (BAC), invites all interested and PhilGEPS-registered suppliers / contractors / consultants to submit quotations / proposals for the following company requirements:

Date : 13 June 2023
Project Title : Repair/Refurbishing of Furniture
Reference No. : 2023-06-167
ABC : PhP 110,000.00
Submission Deadline: 20 June 2023 / 10:00 AM
Place of Delivery : PNOC-Main Office, BGC, Taguig City | PNOC-Tagaytay Property, Tagaytay Midlands, Tanauan, Batangas

Accomplished Price Quotation/Proposal and Compliance Form may be submitted through registered or electronic mail to the PNOC Procurement Management Division at the above address or to procurement@pnoc.com.ph and gsmendoza@pnoc.com.ph no later than the submission deadline together with the following documentary requirements and information:

- Mayor's/Business Permit
- PhilGEPS Registration Number
- Signed Terms of Reference / Technical Specifications Sheet (if applicable)
- Notarized Omnibus Sworn Statement - Annex "A" (Unnotarized copy may be submitted prior to submission deadline, but the notarized one shall be submitted after award or before payment)

The PNOC reserves the right to accept or reject any or all quotations/proposals or parts thereof, to waive formality therein or to accept such or to award any that are considered most advantageous to the company.

Thank you.


ATTY. GRACIELA M. BARLETA
Chairperson
Bids and Awards Committee 

PRICE QUOTATION / PROPOSAL AND COMPLIANCE FORM

Repair/Refurbishing of Furniture

LOT	UOM	TECHNICAL SPECIFICATIONS	QTY	UNIT PRICE (P)	TOTAL AMOUNT (P)
1	lot	<p><u>ITEM DESCRIPTION – PNOC, BGC</u></p> <p>1. SINGLE SEATER SOFA (1 UNIT)</p> <ul style="list-style-type: none"> - Replacement of foam of seat cushions using extra firm Permahard foam. - Size: 500mm-W x 580mm-D x 150mm Thick <p>2. THREE SEATER SOFA (1 SET)</p> <ul style="list-style-type: none"> - Replacement of foam of seat cushions using extra firm Permahard foam. - Size: 750mm-W x 580mm-D x 150mm Thick 2 pcs. & 650mm-W x 580mm <p>3. ONE SEATER SOFA CHAIR (2 UNITS)</p> <ul style="list-style-type: none"> - Replacement of foam of seat cushions using extra firm Permahard foam. - Size: 700mm-W x 600mm-D x 150mm Thick 	1		
		<p><u>ITEM DESCRIPTION – PNOC, TAGAYTAY PROPERTY</u></p> <p>4. VISITOR CHAIR (2 UNITS)</p> <ul style="list-style-type: none"> - Re-varnishing of wooden frame. Re-upholstery of seat and back. Additional 1" thick foam on seat. - Re-install decorative nails. - Fix or replace seat support. <p>5. HIGH BACK DINING CHAIR (1 UNIT)</p> <ul style="list-style-type: none"> - Re-varnishing of wooden legs. - Re-upholstery of seat and back. - Additional 1" thick foam on seat. - Fix or replace seat support. 			

LOT	UOM	TECHNICAL SPECIFICATIONS	QTY	UNIT PRICE (P)	TOTAL AMOUNT (P)
		<p>6. MEDIUM BACK DINING CHAIR (2 UNITS)</p> <ul style="list-style-type: none"> - Re-varnishing of wooden legs. - Re-upholstery of seat and back. - Additional 1" thick foam on seat. - Fix or replace seat support. <p>7. CENTER TABLE (1 UNIT)</p> <ul style="list-style-type: none"> - Removal of existing finish. - Fill gaps and cracks and sander wood to smoothen and re-varnish to natural finish. <p>8. WOODEN DINING CHAIR (4 UNITS)</p> <ul style="list-style-type: none"> - Removal of existing finish. - Fill gaps and cracks and sander wood to smoothen and re-varnish to natural finish. <p>9. WOODEN DINING TABLE (1 UNIT)</p> <ul style="list-style-type: none"> - Removal of existing finish. - Fill gaps and cracks and sander wood to smoothen and re-varnish to natural finish. <p>10. THREE (3) SEATER WOODEN SOFA with PULL-OUT (1 UNIT)</p> <ul style="list-style-type: none"> - Removal of existing finish. - Fill gaps and cracks and sander wood to smoothen and re-varnish to natural finish. <p><u>SCOPE OF WORK:</u></p> <ol style="list-style-type: none"> 1. Supply labor, materials and equipment needed to re-upholster and repair furniture. 			

LOT	UOM	TECHNICAL SPECIFICATIONS	QTY	UNIT PRICE (₱)	TOTAL AMOUNT (₱)
		<p>2. Contractor shall pick-up and deliver furniture to and from PNOC, Taguig City and PNOC Property located at Tagaytay Midland.</p> <p>3. Contractor shall replace the foam with excellent quality (Permahard foam with thickness: 150mm; firmness: extra firm) for items nos. 1,2 and 3 and restore its original form.</p> <p>4. Contractor shall conduct repair, re-upholstery and re-varnishing of items nos. 4 to 10, as stated per item.</p> <p>5. Contractor shall submit swatches of the fabric for approval for furniture with re-upholstery work.</p> <p>6. Contractor shall conduct actual inspection of the furniture.</p> <p>7. Contractor shall guarantee work for 3 months from the date of acceptance.</p> <p>8. Period of work: 30 Days</p> <p>APP CODE: 23MO-06C18 ABC: PhP110,000.00</p>			
		TOTAL AMOUNT			
Delivery Schedule:		Within Thirty (30) working days upon pull-out of the unit from site			
Delivery Place:		PNOC-Main Office, BGC, Taguig City (Items #1-3) PNOC-Tagaytay Property (Items #4-10)			
		Awarding on per lot basis			

TERMS AND CONDITIONS

1. **Payment Terms:** Government Terms - full payment upon completion of delivery/implementation, or subject to the conditions specified in the Scope of Works/Activities or Terms of Reference.
2. All entries shall be typed or written in a clear legible manner.
3. Bidder shall offer one (1) bid only. Alternative bids shall be rejected.
4. All prices offered herein are valid, binding and effective for THIRTY (30) calendar days upon issuance of this document.
5. As a general rule, price quotations to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable.

6. In case of tie quotations, tie breaking shall be on draw lots or toss coin.
7. In case supplier pro forma quotation is submitted, conditions will be governed by the submitted signed Terms of Reference / Technical Specifications Sheet.
8. During evaluation of quotation/proposal, the project proponent may require additional documents to verify, validate and ascertain the compliance of the supplier/contractor or consultant.

We undertake, if our Proposal is accepted, to supply/deliver the goods/services in accordance with the specifications and/or delivery schedule.

We agree to abide by this quotation/proposal for a period of thirty (30) calendar days, which is the price's validity period and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a Contract or a Purchase Order is executed, this Quotation/Proposal shall be binding upon us. We understand that you are not bound to accept the lowest or any Proposal you may receive.

Signature over Printed Name : _____
Designation / Position : _____
Name of Organization : _____
Address : _____
Telephone Nos. and Email Address : _____