



## Bids and Awards Committee

### REQUEST FOR QUOTATION (RFQ) No. 2020-SVP-049

The Securities and Exchange Commission (SEC), through its Bids and Awards Committee (BAC), will undertake an **Alternative Method of Procurement** for the item stated below, in accordance with **Section 53.9 Small Value Procurement** of the Revised Implementing Rules and Regulations of Republic Act. No. 9184.

The SEC hereinafter referred to as “the Purchaser”, now requests submission of a price quotation for the subject below:

SAPP-1 CY2020	PR No.	Qty.	Description	Approved Budget for the Contract (ABC) inclusive of VAT
Item No. I.I.E.38	202006118	lot	Supply, Delivery and Installation of Frosted Sticker for SEC Bacolod Extension Office  (Please see Attachment 2 & 3 for Technical Specifications)	Php 20,000.00

Interested suppliers are required to submit the following documents:

1. Mayor's/Business Permit
2. PhilGEPS Registration Number

#### SEC Condition of Sales:

1. Delivery Schedule: Ten (10) Calendar days upon receipt of NTP
2. **Delivery Site:** SECURITIES AND EXCHANGE COMMISSION - Bacolod Extension Office  
Units 10 & 11, Redkey Bldg. cor. Jocson-Hernaez Sts., Brgy. Taculing, Bacolod City

Award of contract shall be made to the bidder with the lowest quotation for the subject goods which complies with the minimum technical specifications and other terms and conditions stated herein.

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

Submission of duly signed Price Quotation Form (Attachment 1) and eligibility documents is not later than **10:00 A.M. of August 17, 2020** at the Procurement Division, 3rd Floor, Secretariat Building, PICC Complex, Pasay City. Open submission may be done manually or through Facsimile No. 8818-5330 or via email at bacsecretariat@sec.gov.ph

The penalty for late deliveries is one tenth (1/10) of one (1) percent of the cost of the unperformed portion for every day of delay. The maximum deduction shall be ten percent (10%) of the contract price. Once the cumulative amount of liquidated damage reaches ten percent (10%) of the contract price, the procuring entity shall rescind the contract without prejudice to other courses of action and remedies open to it.

The SEC reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

**EMMANUEL Y. ARTIZA**  
Chairman, BAC

**PRICE QUOTATION FORM**  
**REQUEST FOR QUOTATION (RFQ) No. 2020-SVP-049**

Date: \_\_\_\_\_

The Bids and Awards Committee  
 c/o Procurement Division  
 3<sup>rd</sup> Floor, Secretariat Building,  
 PICC Complex, Pasay City

Sir/Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our price proposal for the items identified below:

Item No.	Article and Descriptions	Qty.	Unit Price (Php)	Total Price, VAT Inclusive (Php)
Lot	Supply, Delivery and Installation of Frosted Sticker with Photographic Print on Glass (7x6 ft and 13x6 ft) for SEC Bacolod Extension  ( Please see Attachment 2 & 3 for other Technical Specifications)	1		
		<b>TOTAL</b>		

**AMOUNT IN WORDS:** \_\_\_\_\_ (VAT inclusive)

The above-quoted price is inclusive of all costs and applicable taxes

**AUTHORIZED REPRESENTATIVE:**

Signature : \_\_\_\_\_  
 Printed Name : \_\_\_\_\_  
 Date : \_\_\_\_\_  
 Company Name : \_\_\_\_\_  
 Contact no. : \_\_\_\_\_


**TECHNICAL SPECIFICATIONS**

TECHNICAL REQUIREMENTS FOR THE SUPPLY, DELIVERY & INSTALLATION OF FROSTED STICKER FOR SEC-BACOLOD EXTENSION OFFICE		STATEMENT OF COMPLIANCE									
<b>PRODUCT SPECIFICATIONS:</b>											
<p>I. Bidder should be capable of installing a Frosted Sticker with Photographic Print on glass, with the following features and capabilities or higher.</p> <table border="1" data-bbox="193 584 1307 813"> <thead> <tr> <th>Item No.</th> <th colspan="2">Minimum Item Specification</th> </tr> </thead> <tbody> <tr> <td>I.</td> <td><b>Frosted Sticker Size</b></td> <td>7 x 6 ft and 13 x 6 ft</td> </tr> <tr> <td>II.</td> <td><b>Photographic Print</b></td> <td>2 x 3 ft Three SEC Logo Portrait (centered)</td> </tr> </tbody> </table>			Item No.	Minimum Item Specification		I.	<b>Frosted Sticker Size</b>	7 x 6 ft and 13 x 6 ft	II.	<b>Photographic Print</b>	2 x 3 ft Three SEC Logo Portrait (centered)
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I.	<b>Frosted Sticker Size</b>	7 x 6 ft and 13 x 6 ft									
II.	<b>Photographic Print</b>	2 x 3 ft Three SEC Logo Portrait (centered)									
<p>II. Delivery and Installation of Frosted Sticker with Photographic Print on glass, within ten (10) days upon receipt of notice to proceed.</p>											
<p>III. <b>Place of Delivery:</b>                      Securities and Exchange Commission – Bacolod Extension Office                      Units 10 &amp; 11, Redkey Bldg. cor. Jocson-Hernaez Sts., Brgy. Taculing, Bacolod City</p>											

I hereby certify that the statement of compliance to the foregoing technical specifications are true and correct otherwise, if found to be false either during bid evaluation, post-qualification or the execution of the contract, the same shall give rise to the imposition of administrative sanctions and the forfeiture of bid security or the performance security posted consistent with section 69.1 and 69.2 of the revised Implementing Rules and Regulations of the Republic Act No. 9184.

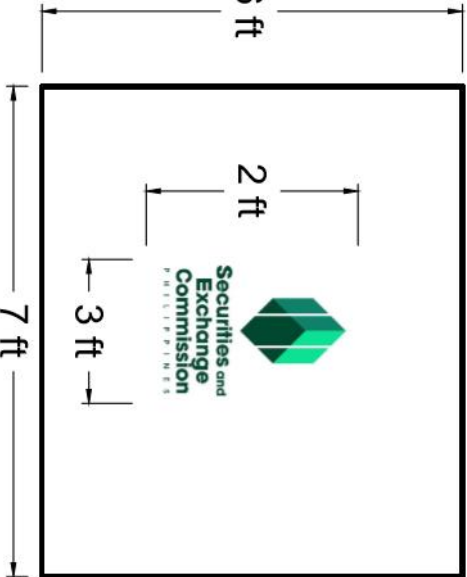
Company Name: : \_\_\_\_\_  
 Address : \_\_\_\_\_

**AUTHORIZED REPRESENTATIVE:**  
 Signature : \_\_\_\_\_  
 Printed Name : \_\_\_\_\_  
 Position : \_\_\_\_\_  
 Date : \_\_\_\_\_

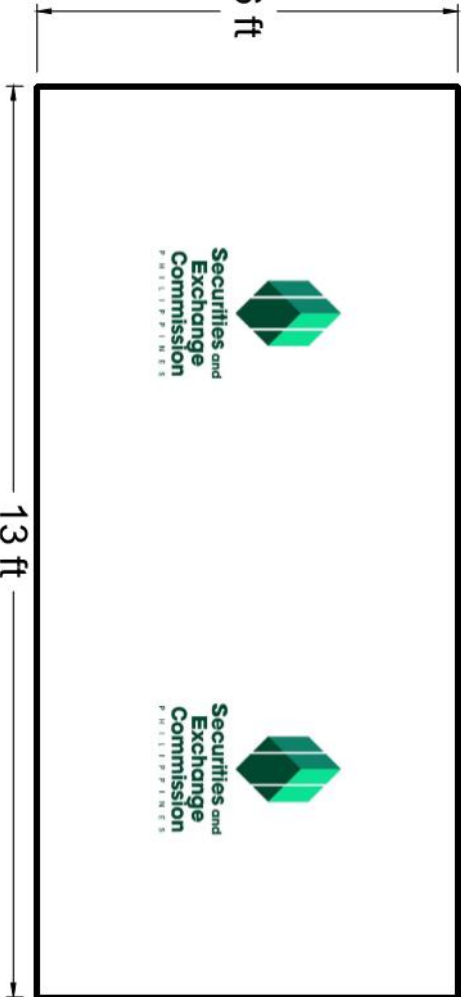


**Securities and Exchange Commission**  
PHILIPPINES

**SUPPLY, DELIVERY AND INSTALLATION OF FROSTED STICKER (SEC-BACOLOD EXTENSION OFFICE)**



6 ft  
7 ft







6 ft  
13 ft

**HRAD - GENERAL SERVICES DIVISION**

PREPARED BY: ENGR. MARLON LESTER M. CANTOR GSD - SECURITIES SPECIALIST	REVIEWED BY: ENGR. MARCELO Q. RABARA GSD - OFFICER-IN-CHARGE	APPROVED BY: ATTY. ANNABELLE CORALL-RESPALL BACOLOD EO - OIC DIRECTOR
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**Color and Font:**  
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