



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 9369499  
**Procuring Entity** DEPARTMENT OF TOURISM  
**Title** PROCUREMENT OF OFFICE CHAIRS  
**Area of Delivery**

<b>Solicitation Number:</b>	2022-12-0356	<b>Status</b>	<b>Active</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations		
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Associated Components</b>	3
<b>Classification:</b>	Goods	<b>Bid Supplements</b>	0
<b>Category:</b>	Furniture		
<b>Approved Budget for the Contract:</b>	PHP 94,840.00	<b>Document Request List</b>	4
<b>Delivery Period:</b>			
<b>Client Agency:</b>		<b>Date Published</b>	21/12/2022
<b>Contact Person:</b>	TERESITA A. ROMANES Admin. Assistant V #351 Sen. Gil Puyat AVenue Makati Makati City Metro Manila Philippines 1200 63-2-4595200 Ext.425  taromanes@tourism.gov.ph	<b>Last Updated / Time</b>	21/12/2022 00:00 AM
		<b>Closing Date / Time</b>	26/12/2022 10:00 AM

#### Description

##### TERMS OF REFERENCE

I. PROJECT: Procurement of Office Chairs

##### II. PURPOSE/ OBJECTIVE

- The office under the Department of Tourism- Planning Service is in need of various supplies and equipment to be used in the performance of their daily duties.
- This will be used to meet the requirements of the quality management system's office work.

##### III. MINIMUM REQUIREMENTS

- A registered supplier is required.

##### IV. SCOPE OF WORK/ DELIVERABLES

###### A. OFFICE CHAIRS Minimum Specifications:

1. Visitor's (6 units) & Clerical Chair (4 units)

Estimated amount ₱5,290 (at least similar to the attached picture/image)

###### Material Mesh:

100 % polyester (100% recycled) Back frame/ Gas cylinder/ Leg: Steel, Epoxy/polyester powder coating Seat: Polyurethane foam.

End cap:

Reinforced polyamide  
Castor:  
Polypropylene  
Fabric:  
100% polyester (min. 90% recycled)  
Pair of armrests Cover:  
ABS plastic  
Armrest frame:  
Steel, Epoxy/polyester powder coating

2. Executive Chair (3 units)  
P6,990 (at least similar to the attached picture/image)

Starbase center/ Star base leg:  
Steel, Epoxy/polyester powder coating  
Coated fabric:  
100 % polyurethane, 100 % polyester  
Seat foam/ Armrest foam:  
Polyurethane foam.  
Fabric:  
100% polyester (min. 90% recycled)

#### V. APPROVED BUDGET FOR THE CONTRACT

The total approved budget for the above-mentioned deliverables is 94,840.00 Ninety-Four Thousand Eight Hundred Forty Pesos inclusive of all applicable taxes and fees and should cover all requirements enumerated above.

Note: The winning bidder shall be determined based on the proposal with the most advantageous package cost provided that the amount of bid does not exceed the above total budget.

#### VI. CONTACT PERSON

Angelica Piguerra Planning Service 459-5200 local 418  
kspiguerra@tourism.gov.ph

Approved by:

Milagros Y. Say  
Director, Planning Service

#### Other Information

NOTE: The winning bid shall be determined based on the proposal with the most advantageous financial package cost, provided that the amount of the bid does not exceed the above total budget.

#### REQUIRED VALID DOCUMENTS TO BE SUBMITTED:

- 1.Current Mayor's/business Permit/BIR cert. of Registration (Individual)
- 2.PhilGEPS' Registration Number or Cert. of Platinum membership in lieu of Mayor's permit and PhilGEPS' registration number.
- 3.Latest annual Income Tax Return (for ABC's above PhP500K)
- 4.Original or certified true copy of duly notarized Omnibus Sworn Statement.

**Created by** TERESITA A. ROMANES

**Date Created** 20/12/2022

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