

**ZAMBOANGA CITY WATER DISTRICT**

Zamboanga City  
Tel. No. (062) 991-1556-57

**REQUEST QUOTATION FORM  
AGENCY TO AGENCY (Sec. 53.5)**

Date prepared : 09/06/2023  
PR No.: 23-0179 Dated: 08/02/2023

SUPPLIER: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
CONTACT PERSON: \_\_\_\_\_  
CONTACT NUMBER: \_\_\_\_\_

Please submit your quotation to the Zamboanga City Water District on or before **2:00 P.M. September 12, 2023**

Upon receipt of the Purchase Order, you are requested to deliver the item(s) quoted to the ZCWD Property Section at Pasonanca or to the delivery point specified in the Purchase Order. Penalties may be imposed for delays in the delivery beyond the delivery period and your company may be excluded from participating in future biddings. **Pls. REFER TO THE ATTACHED "INSTRUCTION TO BIDDERS" for your guidance.**

ITEM NO.	DESCRIPTION/SPECIFICATION	QTY	UNIT	UNIT COST	BRAND & MODEL OFFERED
1	<b>COMPUTERIZED WATER OFFICIAL RECEIPTS</b>  Specifications:  Continuous Form, 2 sided (front & back) White bond paper, 2 color printing, 6,000 sets per box Dimension: 8.5 x 4.25 inches (w/o sprocket holes) 9.5 x 4.25 inches (w/ sprocket holes) Office's copy – on the left side Customer's copy – on the right side  must conform with the requirements of BIR (Sample attached) Beginning OR#: 6229881A	960,000	pcs		

**TOTAL CONTRACT PRICE =**

I have the honor to submit our quotation for the above-specified item of which we have on stock except as specified.

\_\_\_\_\_  
SUPPLIER/REPRESENTATIVE  
(Printed Name & Signature)

\_\_\_\_\_  
DATED

**NOTE:**

1. Register your bids to the BAC Secretariat before dropping the bid in the bidding box.
2. Delivery Period: 55 Calendar days upon receipt of P.O./NTP.
3. Warranty Period: 3 Months for Expendable supplies after acceptance by the procuring entity.
4. Price Validity: 120 C.D.
5. If applicable, the BAC may require the bidder to submit un-amended sales literature, brochure, shop drawing or samples. Non-submission of which may be a ground for disqualification. In case the bidder failed to submit the aforementioned requirements, then the product being offered by the winning bidder shall be subjected to inspection pursuant to RA 9184 and its IRR and Government Procurement Manual (GPM Vol. 2) and pertinent COA regulations on technical inspection and acceptance procedures by the procuring entity's authorized inspectors.
6. Payment Terms: NO COD.
7. All erasure must be initialed to avoid disqualification.
8. Delivery Point: Property Section, ZCWD Motorpool, Pasonanca, Z.C.
9. Approved Budget Cost (ABC): P 1,200,000.00
10. In case where an occurrence of a tie among bidders, BAC shall conduct drawing of lots in accordance with GPPB Circular 06-2005 dated August 05, 2005 and Appendix 11 of the 2016 RIRR of R.A. 9184.
11. All items must be quoted otherwise the bid shall be incomplete and non-complying.
12. For Bidding Results, please call BAC Secretariat at this number 991-1556 local 8127 and look for Mr. Aaron Mas a day after the scheduled Bid Opening. You may also send us an e-mail at this address: [bac@zcwd.gov.ph](mailto:bac@zcwd.gov.ph). Failure on your part to communicate with us will be taken as a waiver to be informed of the result.
13. Open quotations may be submitted, manually or through facsimile or email at the following: Fax nos. (062) 9550754/9927831 or Email Address: [bac@zcwd.gov.ph](mailto:bac@zcwd.gov.ph)
14. For NEGOTIATED PROCUREMENT-SMALL VALUE PROCUREMENT requiring Omnibus Sworn Statement, please submit original copy.

REMARKS/ ADDITIONAL INFORMATION \_\_\_\_\_

Prepared by: \_\_\_\_\_  
  
 ATTY. VINCENT F. FERNANDEZ  
 CHAIRPERSON  
 BIDS AND AWARDS COMMITTEE

Distributed by: \_\_\_\_\_

