



LBP LEASING AND FINANCE CORPORATION
(A LANDBANK Subsidiary)

15th Floor SyCipLaw Centre Bldg, #105 Paseo de Roxas St. 1226 Makati City
Telephone Number 8818-2200/ Fax Number 8819-6176

REQUEST FOR QUOTATION

LBP Leasing Corporation and Finance (LLFC) through its Bids and Awards Committee (BAC) will undertake a Small Value Procurement in accordance with Section 53.0 of the 2016 Revised Implementing Rules and Regulations of the Republic Act No. 9184.

Name of the Project	Supply and Delivery of Harddrive and Charger (LLFC-CAP-21-008)
Approved Budget of the Contract (ABC)	Eighty Four Thousand Pesos (P 84,000.00)
SPECIFICATIONS	
Harddrive	22 pcs of Seagate 250GB Solid State Drive 510 PCIE NVME M.2
Charger	5 pcs of Acer charger original 19V 3.42amp for Acer Travelmate TMP259-MG
Delivery Period	Within fifteen (15) calendar days upon receipt of Purchase Order/Notice to Proceed

NOTES:

1. Please accomplish the ff.:
 - a.) Price Quotation Form (Annex "A")
 - b.) Statement of Compliance under Schedule of Requirements and Technical Specifications (Annex "B")
 - c.) Original and Notarized Omnibus Sworn Statement (Annex "C")

Submit in a sealed envelope to LBP Leasing and Finance Corporation office located at 15th Floor, SyCip Law Centre Bldg, #105 Paseo de Roxas St., Makati City or sent via email at **jiguerrero@lbpleasing.com** on **or before June 24, 2021 12:00NN** together with the **Certified True Copies** of the following **Eligibility documents**: We request submission of the physical copies at a later date if eligibility documents are sent via email.

- a.) Valid and current year Mayor's Permit
 - b.) Valid and current PhilGEPS Registration Number
 - c.) DTI/SEC Registration (for Partnership/Corporation)
 - d.) BIR Certificate of Registration (Form 2303)
 - e.) Latest Tax Clearance per E.O. 398, series of 2005, as finally reviewed and approved by the BIR
2. All quotations must include all applicable taxes and shall be valid for a period of thirty (30) calendar days from the deadline of submission of quotations. Quotations received in excess of the approved budget shall be automatically rejected.
 3. Liquidated damages equivalent to one tenth (1/10) of the one percent (1%) of the value of Purchase Order not completed within the prescribed completion period shall be imposed per day to day of delay. LLFC may rescind the agreement once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of purchase order, without prejudice to other courses of action and remedies open to it.
 4. The project shall be awarded to the proponent determined to have submitted the complete and lowest quotation including compliance to the Technical/Other Specifications, Schedule of Requirements and Eligibility documents.

5. The prospective bidder shall be a Filipino citizens/sole proprietorship/partnerships/Corporation duly organized under the laws of the Philippines.
6. LLFC reserves the right to reject any or all quotations at any time prior to award of the project without thereby incurring any liability to the affected proponents and to waive any minor defects therein to accept the quotation as may be considered more advantageous to the Government.
7. Terms of payment shall be within thirty (30) calendar days from date of acceptance. Purchases of the Corporation is subject to a five percent (5%) final VAT (Value Added Tax) in addition to the applicable withholding tax.

For further information, please visit LBP Leasing and Finance Corporation office or contact the BAC Secretariat Mr. Jose Emmanuel I. Guerrero with telephone number 8818-2200 or send e-mail to jiguerrero@lbpleasing.com


Atty. Marla A. Barcenilla
Chairperson 
Bids and Awards Committee

Price Quotation Form

Date:

ATTY. MARLA A. BARCENILLA
Chairperson, Bids and Awards Committee
LBP Leasing and Finance Corporation (LLFC)
15th Flr., Sycip Law Center, #105 Paseo de Roxas St.,
Makati City

Dear **Atty. Barcenilla**:

After having carefully read and accepted the terms and conditions in the Request for Quotation (RFQ), hereunder is our quotation/s for the item/s as follows:

Description/ Specifications:	Qty.	Unit Price (P)	Total Price (P)
(In details)			
Amount in Words: _____ _____			
Warranty			

The above-quoted prices are inclusive of all costs and applicable taxes. Delivery to **LBP Leasing and Finance Corporation** shall be within (15) calendar days upon receipt of Purchase Order (P.O.) and Notice to Proceed.

Very truly yours,

Printed Name over Signature of Authorized Representative

Name of Company

Contact No./s

***Please submit all the required eligibility documents together with the Annexes "A, B and C"**

Technical/Other Specifications, Schedule of Requirements and Eligibility Requirements

Bidders must state "**Comply**" in the column "Statement of Compliance" against each of the individual parameters.

Requirements	Statement of Compliance
Seagate 250GB Solid State Drive 510 PCIE NVME M.2	
Acer charger original 19V 3.42amp for Acer Travelmate TMP259-MG	
Delivery period: Within fifteen (15) calendar days upon receipt of Purchase Order/Notice to Proceed	
Eligibility Requirements (Certified True Copies only) :	
1. Valid and Current Year Mayor's Permit	
2. Valid and Current PhilGEPS Registration Number	
3. DTI / SEC Registration (<i>for Partnership / Corporations</i>)	
4. BIR Certificate of Registration (Form 2303)	
5. Latest Tax Clearance per E.O. 398,s.2005	

I hereby certify to comply and deliver all the above Schedule of Requirements.

**Name of Company
 /Bidder**

**Signature over Printed Name of
 Authorized Representative**

Date

Omnibus Sworn Statement

REPUBLIC OF THE PHILIPPINES)
 CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, *[Name of Affiant]*, of legal age, *[Civil Status]*, *[Nationality]*, and residing at *[Address of Affiant]*, after having been duly sworn in accordance with law, do hereby depose and state that:

1. **Select one, delete the other:**

If a sole proprietorship: I am the sole proprietor or authorized representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

If a partnership, corporation, cooperative, or joint venture: I am the duly authorized and designated representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

2. **Select one, delete the other:**

If a sole proprietorship: As the owner and sole proprietor, or authorized representative of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Name of the Project]* of the *[Name of the Procuring Entity]*, as shown in the attached duly notarized *Special Power of Attorney*;

If a partnership, corporation, cooperative, or joint venture: I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Name of the Project]* of the *[Name of the Procuring Entity]*, as shown in the attached *[state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable);]*;

3. *[Name of Bidder]* is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board;

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

SUBSCRIBED AND SWORN to before me this ___ day of *[month]* *[year]* at *[place of execution]*, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon, with no. _____ and his/her Community Tax Certificate No. _____ issued on ___ at _____.

Witness my hand and seal this ___ day of *[month]* *[year]*.

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. _____ *[date issued]*, *[place issued]*

IBP No. _____ *[date issued]*, *[place issued]*

Doc. No. _____

Page No. _____

Book No. _____

Series of _____

* This form will not apply for WB funded projects.