



Republic of the Philippines  
Province of Antique  
**PROVINCIAL BIDS AND AWARDS COMMITTEE**  
San Jose de Buenavista

**NEGOTIATED PROCUREMENT  
(SMALL VALUE PROCUREMENT)**

Standard Form No. SF-GOOD-60  
Revised on May 24, 2004

Date: August 17, 2021  
RFQ No. N-2021-08-044

Various Suppliers/Contractors  
San Jose, Antique/Iloilo City

Please quote your lowest price on the item/s listed below, subject to the General Conditions stated herein the shortest time of delivery and submit your quotation duly signed by your representative not later than **August 24, 2021** at the BAC Conference Room, 2nd Floor, Gov. Enrique A. Zaldivar Memorial Bldg., San Jose, Antique at 2: 00 o' clock p.m. in the return envelope attached herewith.

**ATTY. NERY G. DUREMDES**  
Provincial Administrator/BAC Chairman  
(Procurement Officer)

ITEM NO	QTY	UNIT	DESCRIPTION	UNIT COST	TOTAL ABC/UNIT	BRAND OFFERED	BID PRICE/UNIT	TOTAL BID PRICE
1	1	unit	Comb Binding Machine	18,654.40	18,654.40			
			Technical Specifications:					
			Maximum punching capacity: up to 22 sheets					
			Maximum binding capacity: up to 450 sheets with 51mm Plastic ring					
			Paper margin: 2.5mm, 3.5mm, 4.5mm, 5.5mm (adjustable)					
			Hole distance: 14.28mm					
			Number of punch holes: up to 24 holes min.					
			Allows user to punch and bind continuously for maximum productivity					
			Load vertically for accurate punch alignment					
			Adjustable edge guide centers documents with ease					
			Includes comb storage tray, document measurement tool, and binding starter pack.					
			<b>GRAND TOTAL ABC</b>		18,654.40			
			<i>For the use of Internal Audit Office</i>					

**TOTAL AMOUNT IN WORDS:**

**GRAND TOTAL BID** P \_\_\_\_\_

**TERMS/CONDITIONS AND REQUIREMENTS:**

1. WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES AND MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY
2. MAYOR'S PERMIT.
3. PhilGEPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION.
4. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATION OF THE PRODUCT BEING OFFERED
5. OMNIBUS SWORN STATEMENT (COA Circular No. 2012-001 (9.2))
6. BRAND NAME SHOULD BE REFLECTED IN THE BID OFFERED, IN CASE NOT AVAILABLE THE MANUFACTURER'S NAME SHOULD BE STATED.
7. BRING SAMPLE ONCE REQUIRED DURING POST QUALIFICATION/EVALUATION.
8. PARTIAL BID IS NOT ALLOWED.
9. INCOME TAX RETURN (ITR)

After having carefully read and accepted your Terms/Conditions and Requirements, I/We quote you on the item prices noted above.

Place of Inspection: PGSO, San Jose, Antique  
Place of Delivery: G.O./Internal Audit Office, San Jose, Antique (to be delivered by the winning supplier)  
Delivery Period: w/ in 7 calendar days upon receipt of Purchase Order (P.O)

\_\_\_\_\_  
Printed Name/Signature

\_\_\_\_\_  
Company's Name

\_\_\_\_\_  
Tel. No./Cellphone/E-mail Add.

\_\_\_\_\_  
Date