

Republic of the Philippines  
**OVERSEAS WORKERS WELFARE ADMINISTRATION**  
 OWWA Center Bldg., 7th St. corner F.B. Harrison St., Pasay City  
 Tel# 833-0113 Telefax# 833-1010

P.R. No. 029-17  
 DATE: 17-Feb-17

**REQUEST FOR PRICE QUOTATION**

(NAME OF SUPPLIER)

(ADDRESS OF SUPPLIER)

Sir:

Please quote your lowest net price/s, **taxes included**, on the item/s hereunder listed and submit your quotation using your company letterhead and enclosed in a sealed envelope marked "Proposal for One (1) Lot Preventive Maintenance of 4 units Elevator " addressed to Overseas Workers Welfare Administration, Third Floor OWWA Center Building, 7th Street corner, FB Harrison, Pasay City on or before 24 February 2017 at 10:00am.

  
**NIMFA C. UNICA**  
 Supply Officer

  
**BERNA P. DEL CASTILLO**  
 Chief, PPMD

DEALER'S/SUPPLIER'S OFFER					
ITEM NO.	QTY	UNIT	SPECIFICATIONS	UNIT COST	TOTAL
				Unit Price (vat inclusive)	
1.	1	lot	<b>Monthly Service and Maintenance of the following:</b> 1 unit - BLT Elevator, four (4) Floors, located at OWWA Development Center, Intramuros, Manila 1 unit - OTIS Elevator, nine (9) Floors, located at OWWA Center Bldg., Pasay City 2 units - OTIS Elevator, ten (10) Floors, located at OWWA Center Bldg., Pasay City The Service/Maintenance shall include the following: 1. Standard preventive maintenance at least once a month. 2. Provision of Labor for repair works, parts to be supplied by owner. 3. Issuance of annual safety certificate in relation to the owner's application of the annual elevator permit to operate. 4. Emergency trouble calls to restore the elevator in working condition. 5. Supply of consumables for the monthly preventive maintenance such as: a. Lubricants b. contact cleaners c. gloves/goggles d. miniature fuses e. sand paper Additional Documentary Requirements: 1. Mayor's / Business Permit 2. Income / Business Tax Return 3. Omnibus Sworn Statement (to be submitted before issuance of Notice of Award)		
			Approved Budget Php500,000.00		
Note: 1. Please attach Philgeps Certificate 2. Use of non-discretionary/non-discriminatory selection criteria as tie-breaking method in case of two or more bidders determined and declared as the Lowest Calculated and Responsive Bidder (LCRB) in accordance with GPPB Circular No. 06-2005. 3. Based on the above requirement/s all price quoted /submitted shall be considered final & unalterable and VAT inclusive. 4. Proposal/Quotation submitted without signature of the authorized signatory shall not be accepted. 5. Bid modifications as well as bids submitted beyond the scheduled deadline shall not be considered. 6. The OWWA reserves the right to accept or reject any bid, to annul the bidding process, and to reject at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.					

DELIVERY:

TERMS OF PAYMENT

PRICE VALIDITY

\_\_\_\_\_  
 (Name of Supplier)

\_\_\_\_\_  
 (Signature of Owner/Manager)

\_\_\_\_\_  
 (Print Name)

\_\_\_\_\_  
 (Contact Number)

\_\_\_\_\_  
 (Date)