



GSIS Government Service Insurance System
Bohol Branch Office, CPG North Avenue, Tagbilaran City 6300

REQUEST FOR QUOTATION

The **GOVERNMENT SERVICE INSURANCE SYSTEM** invites all interested registered suppliers to submit quotations for:

Furnitures & Fixtures				
20	pcs	Chairs, Visitor	2,050.00	41,000.00

TOTAL ABC = P 41,000.00

Note: In accordance with the Terms of Reference

Forms may be secured from the Office of the Manager, GSIS Bohol Branch starting 29 December 2016. The last day of submission of quotation shall be on 27 January 2017, not later than 3:00 p.m.

Contact Person/s : Gerald Mark Bondal
Telephone Number : (038) 501-0579/(038) 235-5208
Place of Submission of Quotations : GSIS Bohol Branch Office
CPG North Avenue,
Tagbilaran City 6300 Bohol



TERMS OF REFERENCE

**Furnitures, Fixtures & Equipments
for Bohol Branch Office**

I. Item for Procurement:

Furnitures, Fixtures and Equipments for GSIS Bohol Branch Office.

II. Approved Budget :

Forty One Thousand Pesos (PHP 41,000.00) inclusive of all applicable taxes

III. Scope and Specifications:

Furnitures & Fixtures			Amount
1	uni	Chairs, Visitor	Php 41,000.00

IV. Terms and Conditions:

1. Bidders shall provide correct and accurate information required;
2. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission;
3. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable;
4. Quotations exceeding the Approved Budget for the Contract shall be rejected;
5. Award shall be made to the lowest quotation (for goods and services);
which complies with the minimum technical specifications and other terms and conditions stated herein;
6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s;
7. The item/s shall be delivered within 15 working days after receipt of Purchase Order;
8. The GSIS shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications; and
9. Liquidated damages equivalent to one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The GSIS shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

V. Mode of Payment:

1. Payment shall be subject to existing accounting and auditing rules and regulations to the GSIS.
2. Payment shall be subject to all applicable taxes and shall be borne by the supplier.