



Republic of the Philippines  
**NATIONAL TELECOMMUNICATIONS COMMISSION**  
Regional Office No. IVA (CALABARZON)  
Diversion Rd. Bolbok, Batangas City

RFQ NUMBER: RFQ 2024-04-003  
DATE FILED: April 3, 2024

**REQUEST FOR QUOTATION**  
**Small Value Procurement under Sec. 53.9 of the 2016 IRR of R.A. 9184**

The National Telecommunications Commission – Region IVA through its Bids and Awards Committee (BAC), intends to procure goods/supplies/services with the following details:

Name of Project : Procurement of Two (2) Sets of detachable  
8 Layers Customized Steel Shelves  
Approved Budget of the Contract : Php 128,000.00  
Specifications : See Annex "A" and Annex "B-1 & B-2"  
Delivery term : Within Thirty (30) day/s upon receipt of the  
Purchase Order

Deadline of submission of quotation: April 10, 2024, 1:00 PM

Quotations may be submitted to the NTC-RIV, BAC Secretariat, NTC Regional Office No. IV-A, Diversion Rd., Brgy. Bolbok, Batangas City or emailed to **Ms. Jennifer D. Marquez**, Head, BAC Secretariat, at [jennifer.marquez@ntc.gov.ph](mailto:jennifer.marquez@ntc.gov.ph), provided that the original copy of the emailed quotation shall be subsequently submitted within three calendar days from deadline.

Interested suppliers are required to submit the following prior to payment.

1. Mayors / Business Permit
2. Professional License / Curriculum Vitae (for consulting services)
3. PHILGEPS registration number
4. PCAB License (for infra)
5. Income / Business Tax Return (for ABC's above Php 500,000.00)
6. Omnibus Sworn Statement (for ABC's above Php 50,000.00)

- For individuals engaged under this **Sec. 53.9 of the 2016 IRR of R.A. 9184**, only the BIR Certificate of Registration shall be submitted in lieu of DTI Registration and Mayor's Permit.

Award of Contract shall be made to the Lowest Calculated Responsive Bid (LRCB) which complies with the minimum technical specifications and other terms and conditions stated herein.

Any erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative.

Mode of payment is thru Land Bank of the Philippines (LBP) check or LBP to LBP fund transfer. Payment is 100% upon completion and acceptance by the end user.

Very truly yours,

  
**MARIA LUISA A. DITAN**  
BAC Chairperson  
NTC RIVA