



RFQ 2025-11-127

COMMISSION ON HUMAN RIGHTS
REPUBLIC OF THE PHILIPPINES

REQUEST FOR QUOTATION
RFQ 2025-11-127

November 13, 2025

Sir / Madam:

Greetings from the Commission on Human Rights!

The Commission on Human Rights (CHR), through its Human Rights Promotion Office, intends to apply the sum of One Hundred Fifteen Thousand Eight Hundred Fifty Pesos (PhP115,850.00) as an Approved Budget for the Contract (ABC) for **SUPPLY AND DELIVERY OF INSTITUTIONAL TOKENS** Section 53.9 Negotiated Procurement – Small Value Procurement of the Revised Implementing Rules and Regulations (IRR) of the Republic Act (RA) No. 9184. The **TECHNICAL SPECIFICATIONS** is attached for your reference.

If interested, you may submit your duly signed quotation subject to the attached Terms and Conditions on or before **1:00PM, November 18, 2025** through e-mail address procurement@chr.gov.ph. For any clarification, you may contact us at mobile phone number 0917-8571607.

The CHR reserves the right to reject any and all quotations/bids, to annul the procurement process, declare a failure of bidding, to reject all quotations/bids at any time prior to contract award, or not to award the contract, without thereby incurring any liability to the affected bidder/s, and to accept only the offer that is most advantageous to the Government pursuant to Sec. 41 of the 2016 Revised IRR of RA 9184.

Truly yours,

for: L. Nakilgo

MARIA TERESA G. ANTAZO

Head, BAC Secretariat

Chief, GAO-Procurement Division

CHR ng lahat: Naglilingkod maging sino ka man

Commonwealth Avenue, U.P. Complex, Diliman, Quezon City, Philippines 1101

Tel. Nos. (02) 8294 8704 • (02) 8925 3886 • www.chr.gov.ph

CHR Procurement through NP-SVP
TERMS & CONDITIONS:

1. Interested bidder/s are required to use the attached prescribed format of Quotation which may be printed in the company letterhead;
2. Quotation shall be submitted together with a copy of the following documentary requirements on or before the scheduled deadline of submission as stated in the RFQ. **Late submission shall not be accepted:**
 - a. 2025 Business / Mayor's Permit
 - b. PhilGEPS Registration

The winning bidder will also be required to submit the **Omnibus Sworn Statement**.

3. The Approved Budget for the Contract (ABC) is the ceiling price. Quotation/s exceeding the ABC shall be disqualified pursuant to Section 31.0 of the 2016 IRR of R.A 9184;
4. Failure to comply with **any** of the technical specifications / requirements will disqualify the quotation;
5. Price quotations shall be in Philippine currency, inclusive of all government taxes, duties and levies;
6. Price validity period shall be minimum of Sixty (60) days from the date of bid submission;
7. Winning bidder will be determined to have submitted the Lowest Calculated Responsive Bid (LCRB). In case of tie, the CHR shall apply the tie-breaking method of "toss a coin" through online coin flipper;
8. Payment shall be made through Land Bank of the Philippines' LDDAP-ADA / Bank Transfer facility within fifteen (15) calendar days after the complete delivery and submission of the required documents. For other banking institution, corresponding bank transfer fee shall be charged against the creditor's account.

for: Anabilgoe
MARIA TERESA G. ANTAZO
Head, BAC Secretariat
Chief, GAO-Procurement Division

CHR ng lahat: Naglilingkod maging sino ka man

QUOTATION

PROCUREMENT : SUPPLY AND DELIVERY OF INSTITUTIONAL TOKENS
RFQ NO. : 2025-11-127

Date: _____

THE BIDS AND AWARDS COMMITTEE FOR GOODS AND SERVICES
 c/o Procurement Division
 Commission on Human Rights
 Diliman, Quezon City

Sir/Madam:

This is to submit our quotation for the subject procurement with a total bid price of _____ Pesos (Php _____), inclusive of all existing and appropriate government taxes and charges:

Minimum Technical Specifications	Please indicate your Specifications as per requirement (<i>MANDATORY FIELD</i>)
<p>70 pcs. Customized Round-Shaped Wooden Bowl Materials: wood-made of mahogany or acacia Color: Natural wood color Print: UV or laser print with engraves in UV prints-center and side (refer to image) Sizes: Height 4 inches; Diameter 10 inches; Size Measurement tolerance: (+/-) 5% or half inch</p> <p>Packaging Features: Hard box Color: White Size: 11 inches x 5 inches x 1 inches Logo size: 3 inches Print: CHR logo 3 inches, Color Blue; Matte with Individual clear plastic wrap</p>	
<p>120 pcs Customized Charging Kit Materials: round-shaped bamboo casing Color: Natural bamboo color Size: 80 mm – diameter; Size Measurement tolerance: (+/-) 5% or half inch Print: UV Print engraves (design and logo) Size of Logo: Front – 1.5 inches x 2 inches; Back – 0.5 inches x 3 inches</p> <p>Charging Ports 4 port: Type C to Type C USB A adapter Micro adapter Lighting adapter Material: Thermo-plastic elastomer (TPE) Color: Black</p>	

Packaging Features: Hard box Color: White Size: 3.5 inches x 1.5 inches x 1 inch (see attached) Print: CHR logo – 3 inches, Color Blue; Matte with Individual clear plastic wrap	
Terms & Conditions:	
1. Sample items must be provided within five (5) calendar days upon your receipt of the Notice to Proceed. These samples will be used to validate compliance with the technical specifications and for approval.	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
2. The approved sample items will be returned to the Supplier, within five (5) calendar days of CHR's receipt. Provision to allow the CHR a maximum of two modifications for minor corrections and/or improvements to the design while considering the technical specifications, without incurring additional cost.	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
3. The supply and delivery must be completed within thirty (30) calendar days from the date of the sample approval for production. The designated place of delivery is: COMMISSION ON HUMAN RIGHTS SAAC Building, U.P. Complex Commonwealth Avenue, Diliman Quezon City	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
4. Upon delivery, the CHR technical staff will conduct an inspection of the items in the presence of the Supplier's authorized representative before acceptance. Any defective items identified must be replaced within seven (7) calendar days.	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
5. Incidental expenses in the delivery shall be shouldered by the supplier.	<input type="checkbox"/> Comply <input type="checkbox"/> Not Comply
Company Qualification and Requirements (Please attached) A. PhilGEPs Registered B. Valid Business/Mayor's Permit C. List & Proof of at least 3 completed similar contracts with the government and/or private entities within the last 3 years	

FINANCIAL OFFER:

Quantity / Items	Unit Price	Total Price
70 pcs Customized Round-Shaped Wooden Bowl		<i>Inclusive of Tax</i>
120 pcs Customized Charging Kit		<i>Inclusive of Tax</i>

TOTAL OFFERED QUOTATION:**In Words (inclusive of tax):**

In Figures (inclusive of tax):

I hereby certify that this quotation is true and correct, and I accept the rights of the Commission on Human Rights, as the Procuring Entity, under Section 41 of 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

I further certify that our company is not blacklisted or not allowed to participate in the bidding of all government projects.

Truly yours,

Bidder (Company Name) : _____

Address : _____

Authorized : _____

Designation/Position : _____

Telephone No./Mobile No : _____

Email Address : _____

PhilGEPS Registration No : _____

Tax Identification No. (TIN) : _____

Signature : _____

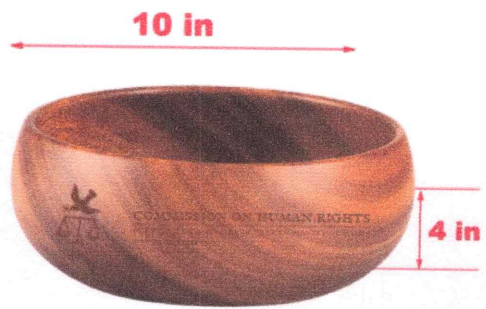
Item 1

VVIP Design:



Design:

Babae.



Design:

 **COMMISSION ON HUMAN RIGHTS**
OFFICE OF COMMISSIONER FAYDAH MANIRI DUMARPA
www.chr.am-phl.gov.ph

Item 2

Token Design:

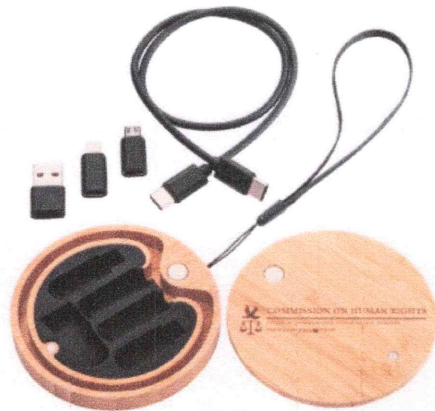
Front:

Babae.



Back:

 **COMMISSION ON HUMAN RIGHTS**
OFFICE OF COMMISSIONER FAYDAH MANIRI DUMARPA
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Packaging:



*Maraming
Salamat!*

OFFICE OF COMMISSIONER FAYDAH MANIRI DUMARPA

