



Republic of the Philippines  
CITY GOVERNMENT OF TABACO  
OFFICE OF THE BIDS & AWARDS COMMITTEE  
REQUEST FOR QUOTATION / PROPOSAL  
NP-Small Value Procurement (Section 53.9)

Date: \_\_\_\_\_

RFQ No. 0571-2020 P.R. No. 20-08-1057 Office / End-User: City Engineering Office (CEO)

COMPANY NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
TEL. NO./CP NO.: \_\_\_\_\_

<b>To whom it may concern:</b>  Please quote your lowest price/s on the lot or item/s below, subject to Terms and Conditions indicated herein, stating the shortest time of delivery and submit your quotation duly signed by your official representative not later than 9:00 A.M. of _____ to the BAC Office, 2F Annex Bldg., Tabaco City Hall, Tabaco City.  1st Extension _____ Very truly yours, 2nd Extension _____  <b>ALWIN O. NUNEZ</b> Procuring Officer					<b>TERMS AND CONDITIONS</b>  1. All entries must be typewritten and legible; 2. Bidders must submit the following <b>DOCUMENTARY REQUIREMENTS</b> : <b>a.) Mayor's / Business Permit</b> <b>b.) BIR Certificate of Registration</b> <b>c.) Professional License / Curriculum Vitae (Consulting Services)</b> <b>d.) PhilGEPS Registration Number:</b> _____ <b>e.) PCAB License (Infra Projects)</b> <b>f.) Income / Business Tax Return (For ABCs above P500K)</b> <b>g.) Omnibus Sworn Statement (For ABCs above P50K)</b> 3. Place your proposal together with the documents in a sealed envelope and type the ff. details on the face of the envelope: Your Company / Name & Address PhilGEPS Reference No. & PR No. Solicitation No. Closing date and time  (Note: WE DO NOT ACCEPT PROPOSAL/QUOTATION SUBMITTED THROUGH E-MAIL)  4. Delivery period must be at least within ten (10) calendar days upon receipt of the Notice of Award/Purchase Order (PO) or Contract. 5. Item/s delivered must have warranties for the unit replacements, parts, labor or other services. 6. Price validity shall be for a period of three (3) months. 7. Quoted price must be inclusive of taxes, and other charges or fees and shall not exceed the Approved Budget for the Contract (ABC). 8. Brand and/or model of items offered shall be indicated across the applicable items. Brochure may also be attached to the proposal. 9. Bid Proposal should be duly signed by the authorized representative. 10. Transaction with the City Government of Tabaco shall mean compliance by the winning bidder with the bid and delivery requirements before the issuance of check payment. 11. Failure to comply with these conditions shall mean disqualification of your bid proposal.		
<b>Project Name:</b> Construction Materials & Supplies for the Improvement of City Public Market (Comfort Rooms)		<b>SUPPLIER / CONTRACTOR / CONSULTANT'S PROPOSAL BOX</b>					
<b>No.</b>	<b>ITEM DESCRIPTION</b>	<b>Qty</b>	<b>Unit</b>	<b>Approved Budget of the Contract (ABC)</b>	<b>Financial Proposal</b>		<b>Technical Proposal</b> (Indicate Brand / Model Offer)
	(Item Name & Technical Specifications)				(Indicate the Price Offer)		
					<b>Unit Price</b>	<b>Total Price</b>	
1	1 Ø G.I. Pipe Schd 20	15	ps	18,000.00			
2	G.I. Steel Plain Gauge Sheet 26 x 8'	6	pcs	3,900.00			
3	#8 Steel Matting 4 x 8'	6	pcs	5,910.00			
4	Welding Rod	9	kls	1,665.00			
5	Cylindrical Hinges (for Steel Door)	15	pcs	5,250.00			
6	Metal Primer	4	gal	1,900.00			
7	Paint Brush	4	pcs	380.00			
8	paint Thinner	2	bottle	160.00			
9	Cement	8	bags	2,160.00			
10	Sand	1	cu.m.	875.00			
11	Angle Bar 2" x 2" x 20' x 3mm	10	pcs	7,500.00			
12	Bar Cutter (4 Days Rental)	1	unit	2,600.00			
13	Welding Machine with Gen. Set (4 Days Rental)	1	unit	6,200.00			
<b>TOTAL (Php):</b>				<b>56,500.00</b>			
<b>Delivery Period:</b> _____ <b>Warranty:</b> _____							
<b>SUPPLIER / CONTRACTOR / CONSULTANT'S CERTIFICATION</b> Date: _____ After having carefully read and accepted your General conditions, I / We quote you on the item/s at price/s noted above for immediate delivery and shipment which can be made in _____ days from receipt of the Notice of Award. Signature over Printed Name of the authorized representative: _____ Telephone No / Mobile No.: _____							



Republic of the Philippines  
**CITY GOVERNMENT OF TABACO**  
**Office of the Bids and Awards Committee**

REQUEST FOR QUOTATION / PROPOSAL			Mode of Procurement:		<b>Small Value Procurement</b>
RFQ NO.	<b>0571-2020</b>	P.R. No.	<b>20-08-1057</b>	Office/End User:	<b>City Engineering Office (CEO)</b>

COMPANY NAME:
ADDRESS:
TEL NO / CP NO.:

RECEIVED BY:	RETURN DATE: _____
	REMARKS: _____
	_____
SIGNATURE: _____	1st Extension: _____
NAME: _____	2nd Extension: _____
DATE: _____	

1200	
650	
985	
185	
350	
475	
95	
80	
270	
875	
750	
650	4.00
1550	4.00

