



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: \_\_\_\_\_  
**City Engineering Office/City  
 Mayor's Office (CEO-MO)**

RFQ No. **0804-2020** P.R. No. **20-11-1584**

Office / End-User: \_\_\_\_\_

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

	TERMS AND CONDITIONS
<p><b>To whom it may concern:</b></p> <p>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.</p> <p>1st Extension _____ Very truly yours,            2nd Extension _____</p> <p style="text-align: right;"><b>ALWIN O. NUNEZ</b>            Procuring Officer</p>	<ol style="list-style-type: none"> <li>1. All entries must be typewritten and legible;</li> <li>2. Bidders must submit the following <b>DOCUMENTARY REQUIREMENTS</b>:               <ol style="list-style-type: none"> <li>a.) Mayor's / Business Permit</li> <li>b.) BIR Certificate of Registration</li> <li>c.) Professional License / Curriculum Vitae (Consulting Services)</li> <li>d.) PhilGEPS Registration Number: _____</li> <li>e.) PCAB License (Infra Projects)</li> <li>f.) Income / Business Tax Return (For ABCs above P500K)</li> <li>g.) Omnibus Sworn Statement (For ABCs above P50K)</li> </ol> </li> <li>3. Place your proposal together with the documents in a sealed envelope and type the ff. details on the face of the envelope:               <ul style="list-style-type: none"> <li>Your Company / Name &amp; Address</li> <li>PhilGEPS Reference No. &amp; PR No.</li> <li>Solicitation No.</li> <li>Closing date and time</li> </ul> </li> </ol> <p style="text-align: center;">(Note: WE DO NOT ACCEPT PROPOSAL/QUOTATION SUBMITTED THROUGH E-MAIL)</p> <ol style="list-style-type: none"> <li>4. Delivery period must be at least within ten (10) calendar days upon receipt of the Notice of Award/Purchase Order (PO) or Contract.</li> <li>5. Item/s delivered must have warranties for the unit replacements, parts, labor or other services.</li> <li>6. Price validity shall be for a period of three (3) months.</li> <li>7. Quoted price must be inclusive of taxes, and other charges or fees and shall not exceed the Approved Budget for the Contract (ABC).</li> <li>8. Brand and/or model of items offered shall be indicated across the applicable items. Brochure may also be attached to the proposal.</li> <li>9. Bid Proposal should be duly signed by the authorized representative.</li> <li>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.</li> <li>11. Failure to comply with these conditions shall mean disqualification of your bid proposal.</li> </ol>
<p><b>CANVASSER'S CERTIFICATION</b></p> <p>This is to certify that I have full knowledge, authority and responsibility in distributing and / or collecting the Request for Quotation in accordance with the guidelines in securing prices for the City Government of Tabaco.</p> <p style="text-align: center;">_____            (Signature over Printed Name)            Authorized Canvassers</p>	

<b>Project Name:</b>	Construction Materials & Supplies for the Rehabilitation of SK Multi-Purpose Hall at Brgy. Mariroc, Tabaco City	<b>SUPPLIER / CONTRACTOR / CONSULTANT'S PROPOSAL BOX</b>
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No.	ITEM DESCRIPTION (Item Name & Technical Specifications)	Qty	Unit	Approved Budget of the Contract (ABC)	Financial Proposal (Indicate the Price Offer)		Technical Proposal (Indicate Brand / Model Offer)
					Unit Price	Total Price	
					<b>Materials</b>		
1	Cement	12	bags	3,240.00			
2	Sand	2	cu.m.	1,750.00			
3	40cm x 40cm Tiles	70	pcs	5,460.00			
4	Tile Adhesive	3	bags	1,152.00			
5	Tile Grout - 2kgs	4	pcs	336.00			
6	Diamond Cutting Disk - 4"	1	pc	480.00			
7	3/4" thk Marine Plywood	4	pcs	6,400.00			
8	1/2" x 1" x 10' Wood Casing	15	pcs	11,250.00			
9	CW Nail 4"	1	kg	95.00			
10	CW Nail 3"	1	kg	95.00			
11	CW Nail 1 1/2"	2	kgs	190.00			
12	Flat Wall Enamel	2	gal	1,488.00			
13	Flat Wall Enamel	4	lit	816.00			
14	Paint Brush - 4"	17	pcs	1,615.00			
15	Paint Roller - 7"	9	pcs	1,035.00			
16	Paint Thinner - 350ml	6	pcs	510.00			
17	#6, Drop Wire	10	m	330.00			
18	30AT Circuit Breaker (KSB)	1	pc	600.00			
19	5.5mm2 THHN Standed Wire	10	m	650.00			
20	3.5mm2 THHN Standed Wire	20	m	600.00			
21	2.5mm2 THHN Standed Wire	35	m	875.00			
22	20mmφ RU PVC	2	pcs	220.00			
23	20mmφ RU PVC Elbow	2	pcs	40.00			
24	20mmφ RU PVC Entance Cap	1	pc	80.00			
25	20mm RU PVC Clamp	6	pcs	42.00			
26	Lighting Receptacle	1	pc	50.00			



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P.R. No. **20-11-1584**

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COMPANY NAME: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_  
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Project Name:		Construction Materials & Supplies for the Rehabilitation of SK Multi-Purpose Hall at Brgy. Mariroc, Tabaco City			SUPPLIER / CONTRACTOR / CONSULTANT'S PROPOSAL BOX		
No.	ITEM DESCRIPTION	Qty	Unit	Approved Budget of the Contract (ABC)	Financial Proposal		Technical Proposal (Indicate Brand / Model Offer)
	(Item Name & Technical Specifications)				(Indicate the Price Offer)		
					Unit Price	Total Price	
27	12W LED Bulb	2	pcs	600.00			
28	3-Way Switch	2	pcs	600.00			
29	Single Switch	1	pc	200.00			
30	2-Gang Outlet	2	pcs	500.00			
31	Utility Box	1	pc	50.00			
32	Electrical Tape (Big)	1	pc	62.00			
33	4" CHB	20	pcs	280.00			
34	10mm dia RSB - 6m	3	pcs	558.00			
35	Tie Wire	1	lg	95.00			
36	Skim Coat	9	bags	5,940.00			
37	Flat Gloss Latex	2	pail	6,240.00			
38	Concrete Neutralizer	4	lit	672.00			
39	Waterproof Coating	1	pc	3,650.00			
40	1/4" thk Marine Plywood	2	pcs	1,500.00			
41	2" x 2" x 12' Good Lumber	5	pcs	1,400.00			
42	Asst'd CWN	2	kgs	190.00			
43	Door Knob, Kwikset	1	pc	1,000.00			
44	Hinge Loosepin 3 x 3	4	pcs	260.00			
45	Metal Screw Flat Head 4"	24	pcs	144.00			
46	Sand Paper #120	3	pcs	90.00			
47	Body Filler	1	lit	200.00			
48	Body Filler Hardener	1	pc	90.00			
49	Epoxy Enamel	2	lit	440.00			
50	Paint Brush - 1 1/2"	3	pcs	120.00			
51	Paint Tray	2	pcs	100.00			
<b>Equipment Rental</b>							
52	Angle Grinder (1 Day)	1	pc	600.00			
<b>Job Order</b>							
53	Analok Finish 1/4 Bronze Glass, FSSF with Transom	1	unit	7,500.00			
<b>TOTAL (Php):</b>				<b>72,480.00</b>			

**Delivery Period:** \_\_\_\_\_ **Warranty:** \_\_\_\_\_

**SUPPLIER / CONTRACTOR / CONSULTANT'S CERTIFICATION**

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.: \_\_\_\_\_