



Republic of the Philippines  
 Province of Albay  
**CITY OF TABACO**

**Bids and Awards Committee**

**REQUEST FOR QUOTATION**

**RFQ No. 2026-0611**

**Date: May 14, 2026**

The **City Government of Tabaco** through its Bids and Awards Committee (BAC), intends to procure "**Job Order-Supply of Labor, Materials & Equipment for the Construction of Building for Tabak Making / Production (Phase II) at Brgy. Cobo, Tabaco City**" with an Approved Budget for the Contract (ABC) amounting to **One Million, Six Hundred Thousand Pesos (Php 1,600,000.00)** through **Section 34 Small Value Procurement** of the Implementing Rules and Regulations of RA No. 12009.

Please quote your best offer for the items described herein, subject to compliance with the **Terms and Conditions** provided in this Request for Quotation. Submit your duly signed quotation **not later than 9:00AM of May 21, 2026** at the following address:

Atty. William B. Balayo, CPA  
 Chairman, Bids & Awards Committee  
 LGU-Tabaco City-BAC Office,  
 3rd Flr. Annex Building, Tabaco City Hall, Tabaco City

Interested supplier/service provider shall submit the following applicable documentary requirements together with their Price Quotation:

- (1) **PhilGEPS Registration Number**
- (2) **Valid Mayor's/Business Permit<sup>1</sup>**
- (3) **BIR Certificate of Registration<sup>2</sup>**
- (4) **PCAB License (for Infra)**
- (5) **Latest Income / Business Tax returns (for ABC above 500K)**

The winning bidder, upon receipt of the Notice of Award or before the issuance of Purchase Order, shall likewise submit a **Notarized Omnibus Sworn Statement**, and if applicable, Original Notarized Secretary's Certificate in case of Corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the bidder.

Place your proposal in a sealed envelope and indicate the following details on the face of the envelope: **Company Name & Address, PhilGEPS Reference No./RFQ No., and Closing Date and Time. PLEASE NOTE THAT WE DO NOT ACCEPT BID PROPOSAL/QUOTATION SUBMITTED THROUGH E-MAIL.**

The Head of the Procuring Entity (HoPE) of the City Government of Tabaco reserves the right to reject any and all quotations, declare a failure of procurement, or not award the contract in accordance with Section 70 of the IRR of RA 12009.

For any clarification, you may contact us at mobile no. 0929-881-0584/0995-290-8215 or email address [bactabaco2025@gmail.com](mailto:bactabaco2025@gmail.com)

**DANIEL C. CONFESOR**  
 Chief BAC Secretariat

<sup>1</sup>In case of recently expired Mayor's Permit, it shall be accepted together with its official receipt as proof that the bidder has applied for renewal within the period prescribed by the concerned local government unit, provided that the renewed permit shall be submitted after award of contract but before payment in accordance with item 6.2 of GPPB Resolution No. 09-2020.

<sup>2</sup>The line of business in the BIR Certificate of Registration and Mayor's Permit must be at least similar or related to the project/items being procured.

End-User:	<b>City Engineering Office (CEO)</b>	PR No.	<b>2026-05-0705</b>
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### INSTRUCTIONS

**Note:** Failure to follow these instructions will disqualify your entire quotation.

- 1) Accomplish this RFQ correctly, accurately and completely.
- 2) Do not alter the contents of this form in anyway.
- 3) The use of this RFQ is **highly encouraged** to minimize errors or omissions of the required mandatory provisions. In case of any changes, bidders must use or refer to the latest version of the RFQ, except when the latest version of the RFQ **only** pertains to the deadline of extension. If another form is used other than the latest RFQ, the quotation shall contain all the mandatory requirements / provisions including manifestation on the agreement with the Terms and Conditions below. In case a prospective supplier/ service provider submits a filled-out RFQ with a supporting document (i.e. a price quotation in a different format), both documents shall be considered unless there are discrepancies. In this case, provisions in the RFQ shall prevail.
- 4) **All mandatory technical specifications must be complied with.** Failure to comply with any of the mandatory requirements shall render the quotation ineligible/disqualified.
- 5) Quote your best offer for the item/s below. Blank item/s is not acceptable and shall render your quotation ineligible/disqualified. Choices or alternative offer is also not allowed. Indicate "0" if item is being offered for free.
- 6) **Brand and/or model of item/s offered, if applicable, shall be indicated across the applicable item. For equipment, brochure/ picture with technical specifications of offered item/s shall be submitted.**
- 7) Quotations, including documentary requirements, received after the deadline shall not be accepted.

### TERMS & CONDITIONS

- 1) Bidder shall provide correct and accurate information required in this form.
- 2) Any interlineations, erasures or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative/s.
- 3) Price quotation/s must be valid for a period of **ninety (90) calendar days** from the date of submission of quotation.
- 4) Price quotation/s to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
- 5) Quotations exceeding the total budget per item and the Approved Budget for the Contract (ABC) shall be rejected.
- 6) Award of contract shall be made to the lowest quotation (per contract) which complies with the minimum technical specifications and other terms and conditions stated herein.
- 7) In case two or more bidders are determined to have submitted the Lowest Calculated Quotations / Lowest Calculated and Responsive Quotation, the City Government of Tabaco shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
- 8) The goods and services shall be delivered **within 65 calendar days from the receipt of Purchase Order/Contract/Notice to Proceed.**
- 9) Item/s delivered shall be inspected on the scheduled date and time of the Property Inspector/GSO. The delivery of the item/s shall be acknowledged upon the delivery to confirm compliance with the technical specifications.
- 10) Payment shall be processed only after delivery and upon the submission of the required supporting documents, in accordance with the existing government accounting rules and regulations.
- 11) Liquidated damages equivalent to one tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The City Government of Tabaco may 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.
- 12) The City Government of Tabaco may cancel or terminate the contract at any time in accordance with the grounds provided under RA 12009 and its IRR.
- 13) The RFQ, Purchase Order (PO), and other related documents for the above-stated Procurement project shall be deemed to form part of the contract.

End-  
User:

City Engineering Office (CEO)

PR No.

2026-05-0705

RFQ No. 2026-0611

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

Name of the Company: \_\_\_\_\_

Address: \_\_\_\_\_

TIN: \_\_\_\_\_ PhilGEPS Registration No.: \_\_\_\_\_

**PRICE QUOTATION**

**Atty. William B. Balayo, CPA**  
 Chairman, Bids & Awards Committee  
 LGU-Tabaco City-BAC Office,

Dear Sir:

After having carefully read and accepted the Instructions and Terms and Conditions (Annex A) of this Request for Quotation, I/We submit our quotation/s for the item/s as follows:

<b>End-User:</b>	City Engineering Office (CEO)	<b>PR No.</b>	2026-05-0705	<b>RFQ No.</b>	2026-0611			
<b>Project Name:</b>	Job Order-Supply of Labor, Materials & Equipment for the Construction of Building for Tabak Making / Production (Phase II) at Brgy. Cobo, Tabaco City			<b>Approved Budget for the Contract (ABC)</b>	PHP 1,600,000.00			
Item No.	ITEM DESCRIPTION	Qty	Unit	Total Budget Per Item	Compliance with Specification <sup>1</sup>	Technical Proposal	Financial Proposal (Indicate the Price Offered)	
	(Item Name & Technical Specifications)					Brand Model Offered, if applicable	Unit Price (VAT Inclusive)	Total Price <sup>2</sup> (VAT Inclusive)
1	<b>Job Order - Supply of Labor, Materials &amp; Equipment for the Construction of Building for Tabak Making/Production (Phase II)</b> <b>A. Materials</b> 1.0 3 kg, #16, Tie Wire 2.) 50 mtrs, #6 ACSR Feeder Wire 3.) 1 pc, 1/2" PPR Cap 4.) 20 pcs, 1/2" PPR Elbow 5.) 8 pcs, 1/2" PPR Female Elbow Adaptor 6.) 3 pcs, 1/2" PPR Gate Valve 7.) 12 lgt, 1/2" PPR Pipe 8.) 15 mtrs, 1/2" Ø Mica Tube 9.) 86.68 kgs, 10mm Ø RSB 10.) 242 pcs, 10mm Ø x 6m RSB 11.) 259 pcs, 10mm Ø x 6m RSB 12.) 166.50 pcs, 10mm x 9m RSB 13.) 155.12 kgs, 12mm RSB 14.) 20 mtrs, 14.0 mm <sup>2</sup> THHN Stranded Cu. Wire 15.) 17 pcs, 15 Watts LED Bulb 16.) 11 pcs, 15 Watts LED Downlight Recessed 17.) 42.27 kgs, 16mm Ø RSB 18.) 6 set, 1-Gang Switch with Plate 19.) 5 pcs, 2" P-Trap 20.) 8 pcs, 2" PVC Pipe 21.) 10 pcs, 2" x 45° PVC Elbow 22.) 10 pcs, 2" x 90° PVC Elbow	1	lot	1,600,000.00				

mfc

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<b>Item No.</b>	<b>ITEM DESCRIPTION</b>	<b>Qty</b>	<b>Unit</b>	<b>Total Budget Per Item</b>	<b>Compliance with Specification<sup>1</sup></b>	<b>Technical Proposal</b>	<b>Financial Proposal</b> (Indicate the Price Offered)	
	<b>(Item Name &amp; Technical Specifications)</b>					<b>Brand Model Offered, if applicable</b>	<b>Unit Price</b> (VAT Inclusive)	<b>Total Price<sup>2</sup></b> (VAT Inclusive)
	23.) 3 box, 2.0mm <sup>2</sup> THHN Stranded Cu. Wire 24.) 45 pcs, 20mm Ø Electric PVC Conduit 25.) 1 pc, 20mm Ø Clamp with Nail 26.) 1 pc, 20mm Ø Service Entrance Cap 27.) 50 pcs, 20mm Ø Flexible Connector 28.) 20 pcs, 20mm Ø Male Adaptor with Locknut 29.) 32 pcs, 25mm Ø Electric PVC Conduit 30.) 4 pcs, 3 x 90° PVC Elbow 31.) 1 pc, 3" PVC Cleanout 32.) 2 pcs, 3" PVC Cleanout 33.) 3 pcs, 3" PVC Pipe 34.) 4 pcs, 3" PVC Pipe 35.) 2 pcs, 2" PVC Tee 36.) 2 pcs, 3" Wye 37.) 1 pc, 3" x 2" Wye 38.) 5 pcs, 3" x 2" Wye 39.) 4 pcs, 3" x 45° PVC Elbow 40.) 3 box, 3.5mm <sup>2</sup> THHN Stranded Cu. Wire 41.) 10 pcs, 32mm Ø Electric PVC Conduit 42.) 2 set, 3-Gang Switch with Plate 43.) 2 pcs, 4 x 90° PVC Elbow 44.) 1 pc, 4" PVC Cleanout 45.) 10 pcs, 4" PVC Pipe 46.) 2 pcs, 4" Wye 47.) 2 pcs, 4" x 3" Wye 48.) 4 pcs, 4" x 4" Floor Drain 49.) 2 pcs, 4" x 45° PVC Elbow 50.) 26 pcs, 4.5mm thk Fiber Cement Board 51.) 108 pcs, 40cm x 40cm Glazed Wall Tiles White 52.) 557 pcs, 40cm x 40cm Non-Skid Ceramic Floor Tiles 53.) 8 pcs, 40 Watts LED bulb 54.) 1 box, 5.5mm <sup>2</sup> THHN Stranded Cu. Wire 55.) 10 mtrs, 8.0mm <sup>2</sup> THHN Stranded Cu. Wire 56.) 9.08 ltrs, Acrylic Color 57.) 959 pcs, Blind Rivet 58.) 2 pcs, Brass Faucet 59.) 5 pcs, Butane Gas 60.) 1 ltr, Butane Gas Torch 61.) 21 pcs, Carrying Channel 0.8mm x 5.0m							

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<b>Item No.</b>	<b>ITEM DESCRIPTION</b>	<b>Qty</b>	<b>Unit</b>	<b>Total Budget Per Item</b>	<b>Compliance with Specification<sup>1</sup></b>	<b>Technical Proposal</b>	<b>Financial Proposal</b> (Indicate the Price Offered)	
	<b>(Item Name &amp; Technical Specifications)</b>					<b>Brand Model Offered, if applicable</b>	<b>Unit Price</b> (VAT Inclusive)	<b>Total Price<sup>2</sup></b> (VAT Inclusive)
	62.) 180 bd.ft., CCL 2 x 3 x 12 63.) 35 pcs, CCL 2 x 3 x 12 64.) 461 bag, Cement 65.) 1268 pcs, CHB 4" 66.) 416 pcs, CHB 6" 67.) 44 gal, Concrete Neutralizer 68.) 10 kg, CW Nail 69.) 1 kg, CW Nail 1-1/2" 70.) 1 kg, CW Nail 3" 71.) 1 kg, CW Nail 4" 72.) 1 set, D1 2.10m x 1.8m Double Swing Glass Door on Aluminum Framing on 300mm Fixed Glass Both Sides 73.) 1 set, D2 2.10m x 0.9m Hollow Metal Single Entry Door with Glass (with Accessories) 74.) 1 set, D3 2.10m x 0.9m Hollow Metal Single Entry Door with Glass (with Accessories) 75.) 2 set, D4 2.10m x 0.9m Hollow Core Flush Type Door with 1/4" thk Marine Plywood on Concrete Jamb Complete with Hardware and Accessories 76.) 1 set, D5 2.10m x 0.9m Hollow Core Flush Type Door iwht 1/4" thk Marine Plywood on Concrete Jamb Complete with Hardware and Accessories 77.) 1 set, D6 2.10m x 0.8m Hollow Core Flush Type Swing Door with Vent Slats with 1/4" thk Marine Plywood on Concrete Jamb Complete with Hardware and Accessories 78.) 1 set, D7 2.01m x 0.9m Hollow Core Flush Type Swing Door with Vent Slats with 1/4" thk Marine Plywood on Concrete Jamb Complete with Hardware and Accessories 79.) 1 set, D8 2.10m x 1.8m Double Sliding Glass Door on Metal Framing on 300mm Fixed Glass Both Sides 80.) 41 pcs, Double Metal Furring 0.5mm thk x 5.0m 81.) 10 set, Duplex Convenience Outlet 82.) 5 roll, Electrical Tape 83.) 4 pcs, Emergency Light with 2-3 Watts LED Bulb 84.) 7 gal, Enamel, Flatwall 85.) 14 gal, Enamel, Semi Gloss 86.) 1 gal, Epoxy Primer							

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	87.) 1 gal, Epoxy Primer with Catalyst (Sphero) 88.) 3 can, Epoxy Underwater 89.) 14 cu.m., Filling Materials 90.) 3 pcs, Flat Bar (3/16" x 1-1/2" x 20') 91.) 14 kgs, G.I. Tie Wire #16 92.) 7 gal, Glazing Putty 93.) 12 cu.m., Gravel 94.) 1 set, Heavy Duty Double Bowl Stainless Sink 95.) 1 set, Heavy Duty Single Bowl Stainless Sink 96.) 3 set, Industrial Exhaust Fan 16" with PVC and Complete Accessories 97.) 44 gal, Latex, Flat 98.) 66 gal, Latex, Semi Gloss 99.) 25 pcs, Lighting Receptacle 100.) 6 pcs, Marine Plwyood 1/4" 101.) 8 pcs, Marine Plwood 1/2" 102.) 66 gal, Masonry Putty 103.) 256 pcs, Metal Furring Clip 104.) 1 lot, Miscellaneous Accessories 105.) 7 set, 1-Gang Convenience Outlet (for Exhaust Fan and Emergency Lights) 106.) 12 pcs, Paint Brush 2" 107.) 6 pcs, Paint Brush 3" 108.) 6 pcs, Paint Brush 4" 109.) 4 gal, Paint Thinner 110.) 4 pcs, PVC Cleanout 4" Ø 111.) 1 pc, PVC Pipe 2" Ø 112.) 1 ltr, PVC Solvent 113.) 4 pcs, PVC Tee 4" Ø 114.) 5 gal, Red Oxide Primer 116.) 11 pcs, Roundbar 8mm Ø x 6.0m 117.) 3 roll, Rubber Tape 118.) 35 pcs, Saddle Clmap, Single Hole 119.) 40 cu.m., Sand 120.) 15 pcs, Sandpaper #120 121.) 5 pcs, Sandpaper #120 122.) 1 pc, Secondary Rack, Single Spool 123.) 1 print, Solvent Cement, 100cc 124.) 7 set, Special Purpose Outlet (SPO) 125.) 4 pcs, SS Rectangular Tube, 2" x 4" x 1.5thk							

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	(Item Name & Technical Specifications)					Brand Model Offered, if applicable	Unit Price (VAT Inclusive)	Total Price <sup>2</sup> (VAT Inclusive)
	126.) 3 pcs, Stainless Lavatory Faucet 127.) 10 pcs, Teflon Tape 128.) 81 bag, Tile Adhesive 129.) 26 bag, Tile Grout, 2kg/bag 130.) 2 pack, Tile Grout, 2kg/bag 131.) 12 pcs, Tile Trim 132.) 10 pcs, pcs, Tile Trim (Aluminum) 133.) 1.93 ltr, Tinting Color 134.) 4 pcs, Tracklight (3 Luminaires) Warm White 135.) 5 set, W1 - 1.5m x 0.6m Prepainted Steel Framed Window with 1/4" thk Clear Glass 136.) 1 set, W2 - 1.8m x 1.2m Prepairnted Steel Framed Window with 1/4" thk Clear Glass 137.) 1 set, W3 - 3.0m x 0.6m Prepainted Steel Framed Window with 1/4" thk Clear Glass 139.) 1 set, W5 - 1.8m x 0.6m Prepainted Steel Framed Window with 1/4" thk Clear Glass 140.) 2 set, W6 - 1.2m x 0.6m Prepainted Steel Framed Window with 1/4" thk Clear Glass 141.) 2 set, W7 - 0.6m x 0.6m Prepainted Steel Framed Window with 1/4" thk Clear Glass 142.) 3 set, W8 - 0.6 x 0.5m Prepainted Steel Framed Window with 1/4" thk Clear Glass 143.) 11 pcs, Wall Angle 0.5mm x 3.0m 144.) 1 set, Wall Hung Lavatory Incl. Fittings and Acc. 145.) 1 set, Wall Hung Urinal Incl. Fittings and Acc. 146.) 2 set, Water Closet (Elongated) Incl. Fittings & Acc. 147.) 6 kgs, Welding Rod 148.) 1 box, Welding Rod <b>B. Equipment Rental</b> 149.) 1 unit, One - Bagger Concrete Mixer 150.) 1 unit, Welding Machine 151.) 1 unit, Jack Hammer with Air Compressor 152.) 1 unit, Concrete Cutter							

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<b>Item No.</b>	<b>ITEM DESCRIPTION</b>	<b>Qty</b>	<b>Unit</b>	<b>Total Budget Per Item</b>	<b>Compliance with Specifiation<sup>1</sup></b>	<b>Technical Proposal</b>	<b>Financial Proposal</b> (Indicate the Price Offered)	
	<b>(Item Name &amp; Technical Specifications)</b>					<b>Brand Model Offered, if applicable</b>	<b>Unit Price</b> (VAT Inclusive)	<b>Total Price<sup>2</sup></b> (VAT Inclusive)
		<b>C. Labor</b> 153.) 1 personnel, Construction Foreman (6 Days) 154.) 4 personnel, Skilled Laborer (60 Days) 155.) 5 personnel, Common Laborer (60 Days)						
<b>Total (Php)</b>								

<sup>1</sup>Indicate " **Comply** " or " **Not Comply** ". Non-compliance with the minimum required specifications shall be rejected.

<sup>2</sup>Inclusive of all costs and applicable taxes.

\_\_\_\_\_  
Signature over Printed Name

\_\_\_\_\_  
Position/Designation

\_\_\_\_\_  
Office Telephone No./Mobile No./Email Address