Republic of the Philippines
Province of Albay
CITY OF TABACO

Bids and Awards Committee

REQUEST FOR QUOTATION

RFQ No. 2026-0938

Date: **July 21, 2026**

The **City Government of Tabaco** through its Bids and Awards Committee (BAC), intends to procure **"Supply & Delivery of Various Industrial Materials and Supplies for GSO Maintenance Use"** with an Approved Budget for the Contract (ABC) amounting to **Six Hundred Eighty-Seven Thousand, Eight Hundred Sixty-One Pesos Pesos (Php 687,861.00)** 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 July 28, 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**[1]
(3) **BIR Certificate of Registration**[2]
(4) **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

DANIEL C. CONFESOR
Chief BAC Secretariat

[1] 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.

[2] 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:	**City General Services Office(GSO)**	PR No.	**2026-07-1109**

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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 **<u>highly encouraged</u>** 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 **<u>within 30 calendar days from the receipt of Purchase Order/Contract/Notice to Proceed</u>.**
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 General Services Office(GSO)**	**PR No.**	**2026-07-1109**	**RFQ No. 2026-0938**

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:

End-User:	City General Services Office(GSO)			PR No.	2026-07-1109		RFQ No. 2026-0938	
Project Name:	Supply & Delivery of Various Industrial Materials and Supplies for GSO Maintenance Use					Approved Budget for the Contract (ABC)		PHP 687,861.00
Item No.	ITEM DESCRIPTION (Item Name & Technical Specifications)	Qty	Unit	Total Budget Per Item	Compliance with Specification[1]	Technical Proposal: Brand Model Offerred, if applicable	Financial Proposal (Indicate the Price Offered): Unit Price (VAT Inclusive)	Total Price[2] (VAT Inclusive)
1	Steel Measuring Tape, 7.5mtrs Length	5	pcs	2,190.00				
2	Working Gloves with Grip (Rubber)	70	pair	4,340.00				
3	Clear Safety Goggles	2	pcs	240.00				
4	Disposable Dust mask (1 box = 50 pcs)	1	box	834.00				
5	Steel Brush with Handle	10	pcs	820.00				
6	Multifunctional Head - Mounted Rechargeable LED Headlamp Flashlight 2800MAh Battery Capacity	2	pcs	4,320.00				
7	Fiberglass Open Reel Long Tape Measure - 30mtrs Length	1	pc	2,400.00				
8	Heavy Duty Steel Hand Saw (Large)	5	pcs	3,210.00				
9	Sledge Hammer (3 lbs)	5	pcs	990.00				
10	Stainless Steel Finishing Trowel Hand Plastering Trowel Wooden Handle (Flat)	5	pcs	1,200.00				
11	Warning Tape, 3" x 300m	15	roll	9,450.00				
12	Baby Roller Brush	20	pcs	1,600.00				
13	Diamond Cutting Disc, for Concrete, Wet and Dry, 7"	10	pcs	11,940.00				
14	Doorknob,	10	pcs	8,910.00				
15	Doorknob,	10	pcs	5,760.00				
16	Epoxy Primer Paint	10	gal	11,890.00				
17	Flap Disc 4' Ø, (Red) 10pcs/box	2	box	636.00				
18	Flat Latex Paint	3	pail	10,416.00				
19	Flat Wall Enamel Paint, Gallon Size	3	pail	11,766.00				
20	Metal Cutting Disc, Heavy Duty, Size: 4" (10pcs/box)	2	box	920.00				
21	Hacksaw Blade	10	pcs	660.00				

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Item No.	ITEM DESCRIPTION (Item Name & Technical Specifications)	Qty	Unit	Total Budget Per Item	Compliance with Specifiation[1]	Technical Proposal	Financial Proposal (Indicate the Price Offered)	
						Brand Model Off erred, if applicable	Unit Price (VAT Inclusive)	Total Price[2] (VAT Inclusive)
22	Lacquer Thinner	2	gal	968.00				
23	Paint Brush 2"	20	pcs	1,160.00				
24	Paint Brsuh 3"	20	pcs	2,320.00				
25	Paint Thinner	2	gal	1,256.00				
26	Pan - Paint Tray, PVC	10	pcs	660.00				
27	Quick Dry Enamel Paint, per Gallon	3	pail	6,669.00				
28	Red Oxide Primer	5	pail	13,260.00				
29	Roller Brush 7"	20	pcs	2,340.00				
30	Roof Sealant	1	gal	2,640.00				
31	Sandpaper, #120	20	pcs	660.00				
32	Sandpaper, #120	2	TL	6,336.00				
33	Gravel	2	TL	8,400.00				
34	Pozzoland Cement	10	bag	3,240.00				
35	12mm x 6mtrs RSB	15	pcs	4,095.00				
36	10mm x 6mtrs RSB	15	pcs	2,850.00				
37	Gloss Latex Paint	2	pail	7,984.00				
38	CAUTION Tape, 300mtrs	15	roll	10,800.00				
39	#16 G.I. Tie Wire	5	kgs	520.00				
40	Wood Chisel Set (4 pcs) - Assorted Sizes	2	set	2,880.00				
41	17" Heavy Duty Long Arm Double Handle Hand Riveter	1	pc	360.00				
42	Steel Carpenter Square 24 x 16	2	pcs	2,640.00				
43	6 pcs Heavy Duty Philips and Slotted (Flat) Screwdriver Set (Screwdriver SL 3.5 x 75, Screwdriver SL 4.5 x 100, Screwdriver SL, 5.5 x 100, Screwdriver SL 6.5 x 125, Screwdriver PH 1 x 100, Screwdriver PH 2 x 125)	6	set	18,000.00				
44	Long Nose Pliers 200MM	2	pcs	2,400.00				
45	Professional Percussion Electric Hammer Impact Drill Driver Hand Tools set Kit Case, Rated Input Power: 650W	2	pcs	15,840.00				
46	Cordless Hammer Drill 12V Kit with 23pcs Acessory Set, Battery Voltage: 12V, Battery Capacity: 1.5Ah	2	pcs	11,140.00				
47	Faucet, 1/2" Ø, G.I., with Thread	20	pcs	5,320.00				
48	Lavatory Faucet, Chrome Plated	2	set	2,400.00				
49	Teflon Tape, 1"	20	roll	720.00				
50	Teflon Tape, 3/4"	10	roll	280.00				
51	Sovent Cement, 200cc/can	5	can	1,320.00				
52	Angle Valve (Single), 1/2" Ø	10	pcs	2,620.00				
53	2-Way Angle Valve, 1/2" x 1/2"	10	pcs	3,880.00				
54	Flexible Hose, 1/2" Ø / Supply Pipe	10	pcs	810.00				
55	Pipe Wrench 12"	2	pcs	840.00				
56	G.I. Nipple, 1/2" x 2"	10	pcs	260.00				
57	G.I. Nipple, 1/2" x 4"	10	pcs	410.00				

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Item No.	ITEM DESCRIPTION (Item Name & Technical Specifications)	Qty	Unit	Total Budget Per Item	Compliance with Specifiation[1]	Technical Proposal Brand Model Offerred, if applicable	Financial Proposal (Indicate the Price Offered) Unit Price (VAT Inclusive)	Total Price[2] (VAT Inclusive)
58	G.I. Coupling, 1/2"	10	pcs	460.00				
59	G.I. Elbow, 1/2"	10	pcs	540.00				
60	G.I. Tee, 1/2"	10	pcs	620.00				
61	PPR Coupling, 1/2" Equal	20	pcs	420.00				
62	PPR Elbow, 1/2" Equal	20	pcs	580.00				
63	PPR Tee, 1/2" Equal	20	pcs	620.00				
64	PPPR Elbow (Male), 1/2" (Threaded)	20	pcs	3,080.00				
65	PPR Elbow (Female), 1/2" (Threaded)	20	pcs	2,600.00				
66	PPR Tee (Male), 1/2" (Threaded)	20	pcs	2,640.00				
67	PPR Tee (Female), 1/2" (Threaded)	20	pcs	3,000.00				
68	PPR Pipe PN20 1/2"	10	pcs	3,480.00				
69	PPR Pipe PN20 3/4"	10	pcs	5,800.00				
70	PPR Coupling, 3/4" Equal	10	pcs	240.00				
71	PPR Elbow, 3/4" Equal	10	pcs	330.00				
72	PPR Tee, 3/4" Equal	10	pcs	400.00				
73	PPR Elbow PN20 3/4" (Threaded) Female	10	pcs	1,590.00				
74	PPR Elbow PN20 3/4" (Threaded) Male	10	pcs	1,780.00				
75	PPR Tee PN20 3/4" (Threaded)	10	pcs	900.00				
76	PPR Union PN20 1/2"	10	pcs	590.00				
77	PPR Union PN20 3/4"	10	pcs	760.00				
78	PPR Pipe Cutter4	2	pcs	1,440.00				
79	Epoxy All-Purpose (1/2 ltr)	2	set	992.00				
80	PPR Coupling 45deg 1/2"	10	pcs	180.00				
81	PPR Coupling 45deg 3/4"	10	pcs	260.00				
82	Pipe Fusion / PPR Welding Machine (20 - 32mm), Electrothermal Power: 1,200W, Accessories Diameter, Ø20, 25, 32mm	1	pc	3,600.00				
83	2 Gang, Switch Set with Plate	15	pcs	2,445.00				
84	Duplex Convenience Outlet with Plate	15	set	2,475.00				
85	Rubber Electrical Tape 0.8mm x 19mm x 8m	2	roll	184.00				
86	THHN Cu. Wire #12 (3.50mm²) x 150m	1	box	6,202.00				
87	THHN Cu. Wire #14 (2.0mm²) x 150m	1	box	4,590.00				
88	LED Bulb, 15W	20	pcs	4,280.00				
89	LED Bulb, T8, 18W Daylight	10	pcs	5,400.00				
90	LED Bulb, T5, 18W Daylight	10	pcs	10,400.00				
91	LED Bulb, Floodlight, 50W Daylight	5	pcs	12,900.00				
92	Drop Wire ACSR #6	100	mtrs	5,000.00				
93	4" PVC Receptacle	5	pcs	270.00				
94	Weatherproof Outlet Inlcuding Plate	10	pcs	4,440.00				
95	PVC - Clamps 3/4" (Orange) - 100pcs/pack	2	pack	1,560.00				

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Item No.	ITEM DESCRIPTION (Item Name & Technical Specifications)	Qty	Unit	Total Budget Per Item	Compliance with Specifiation¹	Technical Proposal: Brand Model Offerred, if applicable	Financial Proposal (Indicate the Price Offered): Unit Price (VAT Inclusive)	Total Price² (VAT Inclusive)
96	PVC - Clamps 1/2" (Orange) - 100pcs/pack	10	pack	3,920.00				
97	1/2" x 3m PVC Pipe, Orange	10	pcs	1,410.00				
98	3/4" x 3m PVC Pipe, Orange	10	pcs	1,900.00				
99	Circuit Breaker 15 Amp Plug-In (GE)	5	pcs	2,310.00				
100	Circuit Breaker 20 Amp Plug-In (GE)	5	pcs	2,310.00				
101	A/C Washer bag	1	pc	4,610.00				
102	Puller Toll	1	pc	1,556.00				
103	Silver Rod	1	pc	154.00				
104	Lead Solder Wire	2	roll	2,344.00				
105	Premium Torch Fuel	10	can	6,800.00				
106	Freon R32, Net Wt. 3kg	10	tank	67,930.00				
107	Freon R410A, Net Wt. 11.3kg	5	tank	61,130.00				
108	Freon R22, Net Wt. 13.6 kg	5	tank	67,925.00				
109	Sharpening Stone	2	pcs	672.00				
110	Pesticide	1	bottle	600.00				
111	Demolition Weed Killer, 4ltr/gal	5	gal	9,000.00				
112	Sack, 100cm x 55cm	155	pcs	9,300.00				
113	Semi Gloss Latex	2	pail	7,982.00				
114	Masonry Paint Tile Red	20	pail	86,400.00				
115	Quick Dry Enamel	2	pail	8,950.00				
116	Steel Brush with Long Handle	10	pcs	840.00				
							Total (Php)	

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

²*Inclusive of all costs and applicable taxes.*

Signature over Printed Name

Position/Designation

Office Telephone No./Mobile No./Email Address

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