



## REQUEST FOR QUOTATION

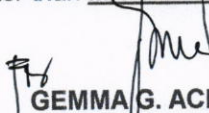
Date: March 13, 2025  
PR No.: IGP2025-02-007  
Fund: 163-CBO Mens Dorm

Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
TIN: \_\_\_\_\_  
PhilGEPS Registration No.: \_\_\_\_\_

Project Name: **PROCUREMENT OF HARDWARE MATERIALS FOR FABRICATION OF CABINETS AND STUDY TABLES FOR CATSU MEN'S DORMITORY**  
ABC: One Hundred Fifty Six Thousand Eight Hundred Twenty Pesos ( Php156,820.00)  
Mode of Procurement: **NP-Small Value Procurement (Section 53.9 of the 2016 RIRR of RA 9184)**  
Mode of Evaluation: Lot Evaluation  
Delivery Period: Twenty (20) calendar days upon receipt of PO

Sir/Madam:

Please quote your lowest price on the item/s listed below, subject to the Terms and Conditions below stating the shortest time of delivery and submit your quotation duly signed by your representative not later than **MARCH 18, 2024** sealed in an envelope.

  
**GEMMA G. ACEDO, Ph.D**  
BAC Chairperson

After having carefully read and accepted your Terms and Conditions, I/We submit our quotation/s for the item/s as follows:

Item No.	Description	QTY	UOM	BID OFFER		Remarks
				Unit Price	Total Price	
1	3/4" thk. Marine Plywood	31	pcs			
2	2"x4"x12' Good Lumber	14	pcs			
3	2"x2"x12' Good Lumber	12	pcs			
4	1/2"x3/4"x12' S4S wood edging	126	pcs			
5	Wood Glue	14	lit			
6	2" Finishing Nail	26	kls.			
7	1" Finishing Nail	25	kls.			
8	3" Common Wire Nail	3	kls.			
9	6" Drawer Handle	48	pcs			
10	Drawer Lock (Heavy Duty)	48	pcs			
11	1"x1"x12' S4S wood edging	10	pcs			
12	Plasulox Putty	10	gal			
13	Flatwall Enamel	10	gal			
14	Quick Drying Enamel (Black)	6	lit.			
15	Quick Drying Enamel (white)	8	gal			
16	4" Abrasive Grinding Disk	14	pcs			
17	4" Baby Roller (Refill)	20	pcs			
18	#120 Sand Paper	30	pcs			
TOTAL BID PRICE						

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

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



Office Telephone/Mobile No.

E-mail Address

### TERMS AND 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 initialed by you or any of your duly authorized representative/s.
3. Price quotation/s must be valid for a period of sixty (60) calendar days from the deadline of submission.
4. Price quotation/s to be denominated in Philippine peso, shall include all taxes, duties, and/or levies payable.
5. Quotations submitted through electronic mail is acceptable, provided that the winning bidder shall submit original signed RFQ before issuance of Purchase Order.
6. Documentary requirements shall be attached upon submission of the quotation:
  - a. Mayor's/Business Permit
  - b. PhilGEPS Registration Number
  - c. Income/Business Tax Returns (for ABC's above P500K)
  - d. Omnibus Sworn Statement (for ABC's above P50K) - for submission upon receipt of Notice of Award
7. Quotations exceeding the Approved Budget for the Contract shall be rejected.
8. Award of contract shall be made to the lowest quotation which complies with the technical specifications, requirements and other terms and conditions stated herein.
9. The item/s shall be delivered according to the accepted offer of the bidder.
10. Payment shall be processed after delivery and upon submission of the required supporting documents, in accordance with 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 CatSU 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 Procuring Entity may cancel or terminate the contract at any time in accordance with the grounds provided under RA No. 9184 and its 2016 revised IRR.