



REQUEST FOR QUOTATION/BID FORM

Date: May 27, 2025
 PR No.: P2025-02-001PART
 Fund: 101
 End-User: Ms. Zelda F. Reyes

Project Name: PROCUREMENT OF HARDWARE MATERIALS REPAIR AND MAINTENANCE OF BUILDINGS AT CATSU PANGANIBAN CAMPUS
 ABC: SIXTY ONE THOUSAND THREE HUNDRED FIFTY PESOS (Php61,350.00)
 Mode of Procurement: SHOPPING (Section 52.1(b) 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 and submit your quotation duly signed by your representative not later than **June 3, 2025** sealed in an envelope.

GEMMA G. ACEDO, Ph.D.
 BAC Chairperson

Note:

- Bidder shall provide correct and accurate information required in this form. All entries must be typewritten or legibly written.
- 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.
- Price quotation/s to be denominated in Philippine peso, shall include all taxes, duties, and/or levies payable.
- Bidder may submit, if available, original brochure showing certifications of the product being offered.
- Quotations through email is acceptable. Winning bidder shall submit original signed RFQ before issuance of Purchase Order.
- Documentary requirements shall be attached upon submission of the quotation:
 - Mayor's/Business Permit
 - PhilGEPS Registration Certificate
 - Income/Business Tax Returns (for ABC's above P500K)
 - Omnibus Sworn Statement (for ABC's above P50K) - for submission upon receipt of Notice of Award

Item No.	Description	QTY	UOM	BID OFFER		Offered Specs/ Brand/Model	Remarks
				Unit Price	Total Price		
1	Epoxy catalyst	8	liter				
2	Faucet, see attached picture	15	pcs				
3	Electrical Tape , Big	6	pcs				
4	Staple Wire nail 1"	10	box				
5	LED bulb , 150 watts	22	pcs				
6	PDX Wire #14	1	box				
7	PDX Wire #12	1	box				
8	Paint Brush 3"	4	pcs				
9	Paint Brush 2"	4	pcs				
10	Paint Brush 1"	4	pcs				
11	Receptacle Plastic 4x4	15	pcs				
12	Convenience outlet	10	pcs				
13	Circuit Breaker 60 hmp	1	pcs				
14	Circuit Breaker 30 hmp	1	pcs				
15	Circuit Breaker 100 hmp	1	pcs				
16	GI Plain #24 4'x8'	8	pcs				
17	GI Plain #24 3'x8'	8	pcs				
18	Wood Glue	5	liter				
19	Drawer Lock, see attached picture	17	pcs				
20	Cabinet Handle, see attached picture	17	pcs				
21	Paint, Baguio Green	3	pail				
				TOTAL BID PRICE			



After having carefully read and accepted your General Conditions, I/We submit our quotation/s for the item/s above.

Signature over Printed Name

Position/Designation

Office Mobile No. / E-mail Address

TERMS AND CONDITIONS

1. Quotations exceeding the Approved Budget for the Contract shall be rejected.
2. Award of contract shall be made to the lowest quotation which complies with the technical specifications, requirements and other terms and conditions stated herein.
3. The item/s shall be delivered according to the accepted offer of the bidder.
4. Payment shall be processed after delivery and upon submission of the required supporting documents, in accordance with existing government accounting rules and regulations.
5. 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.
6. 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.