



Republic of the Philippines  
Department of Justice  
**BUREAU OF CORRECTIONS**  
City of Muntinlupa

**REQUEST FOR QUOTATION # SAPP-62**

**REPAIR AND RENOVATION OF FORMER FOD OFFICE TO BE CONVERTED TO CHAPLAIN'S OFFICE, BUREAU OF  
CORRECTIONS  
ABC 179,919.37**

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

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

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

Business Permit No.: \_\_\_\_\_

TIN No.: \_\_\_\_\_

Please quote your best offer for the item/s described below, subject to the Terms and Conditions as stated hereunder.

- a.) Bidders shall provide correct and accurate information required in this form.
- b.) Price quotation/s must be valid for a period of *Thirty (30) calendar days* from the date of submission.
- c.) Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
- d.) Quotations exceeding the Approved Budget for the Contract shall be rejected.
- e.) Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
- f.) Any alterations, erasures or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative/s.
- g.) The item/s shall be delivered within **ninety (90) calendar days** from receipt of approved purchase order/Notice to Proceed.
- h.) The BuCor shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
- i.) Liquidated damages equivalent to one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The BuCor shall 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.
- j.) Bidders shall submit the required **TECHNICAL, LEGAL AND FINANCIAL** documents as maybe required by the BAC once declared the **LOWEST CALCULATED QUOTATION (LCQ)**.

**The required documents to be submitted with their bid price in a sealed envelope are as follows:**

- a.) Certified True Copy of Valid & Current Business License;
  - a.1.) DTI/SEC Registration
  - a.2.) Valid & Current Mayors Permit
- b.) Certified True Copy of Valid & Current Tax Clearance;
- c.) Certified True Copy of Valid & Current Philgeps Registration;
- d.) Duly conformed Scope of Work Annex "III", Financial Bid Form Annex "I", Technical Bid Form Annex "II", Bill of Quantities Annex "IV" and Drawing and Plan Annex "V".

**NOTE:**

**BIDDERS STATEMENT OF COMPLIANCE TO TERMS & CONDITIONS/REQUIREMENTS:** \_\_\_\_\_  
Signature over Printed Name

**Pre-Submission Conference shall be on November 4, 2014 at 10:00 am at BAC Office and  
Submission and Opening of Sealed RFQ shall be on November 7, 2014 at 10:00 am same venue. Late  
submission of RFQ shall not be accepted**

**LARRY A. HARI**  
OIC, Logistics Division

PLEASE USE THIS BID  
FORM  
DO NOT RETYPE OR  
ALTER

BUREAU OF CORRECTIONS			
FINANCIAL BID FORM (Prices must be VAT inclusive)			
REPAIR/RENOVATION OF FORMER FOD OFFICE TO BE CONVERTED TO CHAPLAIN'S OFFICE			
Description	ABC (P)	Quantity	Bid Price
<i>Repair/renovation of former FOD office to be converted to Chaplain's office</i>	P 179,919.37	1 lot	
Total Bid Price (Amount in words)			

#### BIDDER'S UNDERTAKING

I/We, the undersigned bidder, having examined the Bidding Documents including Bid Bulletins, as applicable, hereby OFFER to (supply/deliver/perform) the above described items.

I/We undertake, if our bid is accepted, to deliver the items in accordance with the terms and conditions contained in the bid documents, including the posting of the required performance security within ten (10) days from receipt of the Notice of Award. Until a formal contractor/order confirmation is prepared and signed, this Bid is binding on us.

\_\_\_\_\_  
Name of Bidder (in print)

\_\_\_\_\_  
Name and Signature of Bidder's Authorized representative/ Date

**PLS USE THIS BID  
FORM  
DO NOT RETYPE OR  
ALTER**

<b>NEW BILIBID PRISON TECHNICAL BID FORM</b> <b>REPAIR/RENOVATION OF FORMER FOD OFFICE TO BE CONVERTED TO CHAPLAIN'S OFFICE</b> Bid Reference No. SAPP-62 Approved Budget for the Contract (ABC) P 179,919.37		
INSTRUCTION TO THE BIDDER: Indicate "COMPLY" (on every line) under Bidder's Statement of Compliance if bidder can meet the required technical specification and project requirements. DO NOT LEAVE ANY BLANK. A "YES" OR "NO" ENTRY WILL NOT BE ACCEPTED. FAILURE TO CONFORM WILL RESULT IN A RATING OF "FAILED".		
Item No.	Technical Requirements	Bidder's Statement of Compliance
I.	<b>REPAIR/RENOVATION OF ESCORTING UNIT OFFICE- Bureau of Corrections</b> (a) Per Scope of Works (Annex III) (b) Per Drawings (Annex V) (c) Per Bill of Quantity/Detailed Estimate	
II.	Completion of works within <b>ninety (90) calendar days</b> after receipt of the Notice to Proceed	
Requirements if awarded the Contract		
III.	All materials to be used must be compliant with the Product Quality Standards set by the Bureau of Product Standards – DTI.	
VI.	All materials to be used in the project must be presented for approval to BuCor Authorized Representatives prior to its installation	
V.	Joint Inspection, Testing and Commissioning to be conducted by BuCor Technical Inspection Committee representatives upon completion of work prior to its acceptance.	
VI	Contractor to submit a Warranty Certificate in favor of the Bureau of Corrections (BuCor) to cover warranty from defects/failures, liabilities and workmanship for the project and other related works for five (5) years from the date of final acceptance.	
VII	All excess materials furnished by the Contractor as described in the Bill of Quantities/Detailed Estimates per Annex IV shall be the property of BuCor upon completion of the works	
VIII	Bidder has no overdue deliveries or unperformed services intended for the BuCor.	
IX	Bidder did not participate as a consultant in the preparation of the design or technical specifications of the Project subject of the Bid.	

**BIDDER'S UNDERTAKING**

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I/We undertake, if our bids is accepted, to deliver the items in accordance with the terms and conditions contained in the bid documents, including the posting of the required performance security within ten (10) calendar days from the receipt of the Notice of Award. Until a formal contract/order confirmation is prepared and signed, this Bid is binding on us.

\_\_\_\_\_  
Name of bidder (in print)

\_\_\_\_\_  
Printed Name and Signature of Bidder's Authorized Representative / Date

**PROJECT: REPAIR / RENOVATION OF FORMER FOD OFFICE TO BE  
CONVERTED TO CHAPLAIN'S OFFICE**

**LOCATION: OLD FOD / BRSS OFFICE  
BUREAU OF CORRECTIONS**

**SCOPE OF WORK:**

1. Repair / Replacement of dilapidated G.I. Corr. Roofing.
2. Replacement of all ceiling joist and board (use metal furring and gypsum board)
3. Installation of new partitions as per plan.
4. Re-wiring of new lighting, outlets and switches.
5. Installation of new floor and wall tiles to the existing toilets
6. Repair of topping and cracks of the existing flooring
7. Installation of jalousie windows as per plan.
8. Painting of exterior / interior walls and ceiling.

CONFORME:

\_\_\_\_\_  
Name of Firm

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Date