



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



REQUEST FOR QUOTATION # 2023-116
Supply and Delivery of Construction Materials for the Renovation of the Directorate for Administration Office
(Negotiated Procurement - Small Value Procurement)
Php 180,877.50

Date: _____

Name of Company: _____

Address: _____

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.) Bidders may quote for all the items.
- c.) Price quotation/s must be valid for a period of *One Hundred Twenty (120) calendar days* from the date of submission.
- d.) Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
- e.) Quotations exceeding the Approved Budget for the Contract shall be rejected.
- f.) 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.
- g.) 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.
- h.) The item/s shall be delivered within **Fifteen (15) calendar days** from receipt of approved purchase order.
- i.) The BuCor shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
- j.) 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.
- k.) Bidders shall submit the required documents together with their bid price in a sealed envelope indicating supplier's name and name of project.
- l.) Submission thru e-mail and fax quotation **will be allowed/accepted**.

REQUIREMENTS TO BE SUBMITTED:

- n.) Philgeps Registration Number
- o.) Valid and Current Mayor's/Business Permit

Note:

Allow PEs to accept the expired Business or Mayor's permit with Official Receipt of renewal application, subject to submission of Business or Mayor's permit after award of contract under GPPB Resolution No. 05-2020 Approving the Acceptance of an Expired Mayor's Permit with Official Receipt for the Renewal Application.

- p.) Duly Notarized Omnibus Sworn Statement
- q.) Duly Notarized Authority to Signatory (if applicable)

NOTE:

BIDDERS STATEMENT OF COMPLIANCE ON THE TERMS & CONDITIONS AND REQUIREMENTS AS STATED ABOVE

Signature over Printed Name of
Sole Proprietor /Authorized Representative

Submit your sealed quotation duly signed by you or your duly authorized representative not later than October 30, 2023 at the BAC Office, Bureau of Corrections at 9:00am. Late submission of bids shall be rejected. For further information, you can call the BAC Secretariat c/o MARIA ADORACION I. VIÑAS. at the Supply Office, Bureau of Corrections, Muntinlupa City at Tel # 8809-8587/8478-0907 from 8:00 am to 5:00pm or email at bacsec2022@gmail.com, Monday to Friday

C/CSUPT CELSO S BRAVO 
Chairperson, Bids and Awards Committee

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

REQUEST FOR QUOTATION RFQ # 2023-116

Project: Supply and Delivery of Construction Materials for the Renovation of the Directorate for Administration Office (Nego. Proc.-Small Value Procurement)

ABC: ₱ 180,877.50

QTY	UNIT	DESCRIPTION	Compliance to the Technical specifications (Please check)		Unit Price	Offered Quotation	Approved Budget for Contract	Offered Quotation
			YES	NO				
15	Pcs	0.4mmx75mmx28mm Metal tracks, 3 meters			120.00		1,800.00	
45	Pcs	0.4mmx75mmx32mm Metal tracks, 3 meters			140.00		6,300.00	
2	Pcs	2mm GI Tubular 2" x 3", 6meters			1,210.00		2,420.00	
25	Pcs	9mm x 4' x8' Gypsum Board			605.00		15,125.00	
3	Box	1 ½" Black Screw, 600pcs/box (self-tapping)			440.00		1,320.00	
5	Box	3/16 x ¾" Blind Rivet, 500pcs/box			495.00		2,475.00	
5	Gals	Gypsum Putty, 5kgs			550.00		2,750.00	
8	Pcs	2" Fiber Mesh Tape, 30m			165.00		1,320.00	
15	Pcs	Sanding Paper, #120			40.00		600.00	
8	Pcs	1/8" Metal Drill			50.00		400.00	
0.5	Kgs	Welding Rod 6013			165.00		82.50	
1	Pcs	4" Grinding Disc			180.00		180.00	
1	Pcs	4" Cutting Disc			150.00		150.00	
1	Pc	Blind Riveter			290.00		290.00	
5	Gals	Flat Latex (White) Interior Walls			1,100.00		5,500.00	
8	gals	Semi-Gloss Latex Paint (Interior Wall)-Foamy White			1,100.00		8,800.00	
2	Pcs	Roller Brush, 9" , w/ tray			140.00		280.00	
3	Pcs	Paint Brush, 3"			80.00		240.00	
40	Pcs	50cm x 50cm 3D Wall Panel PVC			150.00		6,000.00	
28	Pcs	15cm x 8mm Wpc Fluted Wall Panel, 3meters			900.00		25,200.00	
9	Pcs	4' x 8' P VC Board laminated Wall (Glossy Marble White)			2,900.00		26,100.00	
10	Pcs	PVC Board Laminated Wall Liquid Adhesive, 100g			95.00		950.00	
153	Pcs	60 x 60 Ceramic Tiles (Staff Office)			75.00		11,475.00	
46	Pcs	50cm x 50cm Ceramic Tiles (Hallway)			60.00		2,760.00	
30	Bag s	Heavy-Duty Tile Adhesive, 25kgs			605.00		18,150.00	
1	Bag s	Tile Grout, 2kgs (Brown)			130.00		130.00	
3	Bag s	Tile Grout, 2kgs (White)			130.00		390.00	
1	Set	0.90m x 2.10 Flush Door w/ Jamb, Hinges and Door Knob			5,500.00		5,500.00	
1	Set	0.70m x 2.10 PVC Door w/ Louver, Jamb, Hinges and Door Knob			2,500.00		2,500.00	

1	Pair	Putty Knife w/o handle			50.00		50.00
8	Pcs	PVC Blue Pipe 1/2" x 10'			160.00		1,280.00
10	Pcs	PVC Elbow 1/2"			25.00		250.00
2	Pcs	PVC Tee 1/2"			25.00		50.00
2	Pcs	PVC Female Threaded Adapter 1/2"			50.00		100.00
10	Pcs	PVC Coupling 1/2"			25.00		250.00
1	Pcs	PVC Pipe Cement			150.00		150.00
1	Pcs	Teflon Tape 1/2"			30.00		30.00
1	Pcs	Gate Valve 1/2"			220.00		220.00
1	Box	3.5 sq. mm. THHN Stranded cu. Wire, 150mtrs/box			5,400.00		5,400.00
50	Mtrs	2.0 sq. mm. THHN Stranded cu. Wire, 150mtrs/box			28.00		1,400.00
15	Pcs	1/2" upvc pipe orange, 3mtrs/pcs			105.00		1,575.00
1	Pcs	1/2" upvc heavy duty pipe clamps orange, 100pcs/pack			150.00		150.00
12	set	Junction Box w/ cover and screw			65.00		780.00
8	set	Utility Box Deep Type			60.00		480.00
30	set	1/2" upvc Pipe Male Adapter w/ luck nut			18.00		540.00
6	set	Floor Mounted Duplex Universal Outlet (16A, 220V)			450.00		2,700.00
10	set	5W LED Downlight (Recessed type, Warm White, Square Frame, 220V)			370.00		3,700.00
2	set	Dimmer Switch (220v, 200W)			250.00		500.00
5	Pcs	Electrical Tape (Big)			65.00		325.00
1	set	20A Circuit Breaker Bolt-on Type 2P, 230V, 60Hz			430.00		430.00
1	set	15A Circuit Breaker Bolt-on Type 2P, 230V, 60Hz			430.00		430.00
1	set	Kitchen Sink Cabinet Set with Faucet and Stainless Steel Sink lavatory wash basin 2 door storage			10,000.00		10,000.00
2	Pcs	Water Waste Disposal 20 lit. gallon			450.00		900.00
		<i>xxx Nothing Follows xxx</i>					
		TOTAL:					₱ 180,877.50

I/We hereby commit to comply and deliver all the requirement in accordance with the above stated Request for Quotation

CONFORME:

Name of Company in Print

SIGNATURE OVER PRINTED NAME OF SOLE PROPRIETOR OR REPRESENTATIVE

TELEPHONE NO: _____

CELLPHONE NO: _____

EMAIL: _____

COMPANY LETTERHEAD

**Supply and Delivery of Construction Materials for the Renovation of the Directorate for
Administration Office
(Nego. Proc.-Small Value Procurement)**

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, *[Name of Affiant]*, of legal age, *[Civil Status]*, *[Nationality]*, and residing at *[Address of Affiant]*, after having been duly sworn in accordance with law, do hereby depose and state that:

1. **Select one, delete the other:**

If a sole proprietorship: I am the sole proprietor or authorized representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

If a partnership, corporation, cooperative, or joint venture: I am the duly authorized and designated representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

2. **Select one, delete the other:**

a) *If a sole proprietorship:* As the owner and sole proprietor, or authorized representative of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for **Supply and Delivery of Construction Materials for the Renovation of the Directorate for Administration Office (Nego. Proc.-Small Value Procurement)**, as shown in the attached *[state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable;)]*;

b) *If a partnership, corporation, cooperative, or joint venture:* I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for **Supply and Delivery of Construction Materials for the Renovation of the Directorate for Administration Office (Nego. Proc.-Small Value Procurement)**, as shown in the attached *[state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable;)]*;

3. *[Name of Bidder]* is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting ;

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. **Select one, delete the rest:**

If a sole proprietorship: The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a partnership or cooperative: None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a corporation or joint venture: None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and

8. *[Name of Bidder]* is aware of and has undertaken the following responsibilities as a Bidder:

a) Carefully examine all of the Bidding Documents;

b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;

c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and

d) Inquire or secure Supplemental/Bid Bulletin(s) issued for the **Supply and Delivery of Construction Materials for the Renovation of the Directorate for Administration Office (Nego. Proc.-Small Value Procurement)**;

9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 2022 at _____, Philippines.

Bidder's Representative/Authorized Signatory

SUBSCRIBED AND SWORN to before me this ___ day of [month] [year] at [place of execution], Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. _____ and issued on _____ at _____.

Witness my hand and seal this ___ day of [month] [year].

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. _____ [date issued], [place issued]

IBP No. _____ [date issued], [place issued]

Doc. No. _____

Page No. _____

Book No. _____

Series of _____