



**BUREAU OF CORRECTIONS
 DAVAO PRISON AND PENAL FARM**

Braulio E. Dujali, Davao del Norte, 8106



REQUEST FOR QUOTATION

RFQ No.: _____
 PR No.: 2024-03-0070

Name of Company/Store/Shop: _____
 Address: _____
 Name of Authorized Representative: _____
 Contact Number: _____

The BuCor-Davao Prison and Penal Farm (DPPF), through its Bids and Awards Committee (BAC), intend to procure **IMPROVEMENT OF GUEST HOUSE (FULLY FURNISHED 1 ROOM FOR DG's QUARTER)** with an approved ABC amounting to **PHILIPPINE PESO NINE HUNDRED NINETY-NINE THOUSAND FIVE HUNDRED ELEVEN AND 98/100 ONLY (PHP 999,511.98)** in accordance with **Section 53.9 Small Value Procurement** of the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184.

Please quote your **best offers** in the lot describe herein **not later than** _____, subject to the compliance with Terms and Conditions provided on this Request for Quotation.

The following documents are also required to be submitted **along** with your quotation/proposal on the specified deadline for the submission of quotation above.

Required Documents
1. Valid and Current PhilGEPS Certificate
2. Valid and Current Mayor's or Business Permit
3. Duly Notarized Omnibus Sworn Statement (GPPB-Prescribed Form), accompanied with proof of authorization.
4. Valid and Current Income Business Tax Return
5. PCAB License (at least Small B for General Building OR Small B for Communications Facility)
6. Statement of the prospective bidder of all its ongoing government and private contracts , including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid.
7. Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided under the rules.
8. Conformity with the Scope of Work (Annex A)
9. Price Schedule (Annex B)

The Head of the Procuring Entity (HoPE) of the Davao Prison and Penal Farm reserves the right to reject any and all quotations, declare a failure of procurement, or not award the contract at any time prior to contract award in accordance with Section 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the to the affected bidder or bidders.

For any clarification, you may email the BAC Secretariat at dppfbac@bucor.gov.ph .

CCINSP DIVINA S CAMIÑA
 BAC Chairperson





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INSTRUCTIONS BIDDERS:

Note: Failure to follow these instructions will disqualify your entire quotation.

1. **Do not alter** the contents of this form in any way.
2. The use of this **RFQ is mandatory** 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 deadline extension.
3. **All technical specifications are mandatory.** *Failure to comply* with any of the mandatory requirements shall render the quotation ineligible/disqualified.
4. Quotation must be submitted in person or through electronic mail at dppfbac@bucor.gov.ph .

TERMS AND CONDITIONS:

1. Bidders 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 FORTY-FIVE (45) calendar days from the deadline of submission.
4. Price quotation/s, to denominated in Philippine Peso, shall include all taxes, duties and/or levies payable.
5. Quotations exceeding the Approved Budget for the Contract shall be rejected.
6. In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the DPPF BAC 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.
7. Award of contract shall be made to the lowest quotation which complies with the technical specifications, requirements and other terms and conditions stated herein.
8. The item/s shall be delivered according to the accepted offer of the bidder.
9. Item/s delivered shall be inspected on the scheduled date and time of the GPPB-TSO. The delivery of the item/s shall be acknowledged upon the delivery to confirm the compliance with the technical specifications.
10. Payment shall be made after delivery and upon the submission of the required supporting documents, i.e., Order Slip and/or Billing Statement, by the supplier, contractor, or consultant. Our Government Servicing Bank, i.e., the Land Bank of the Philippines, shall credit the amount due to the identified bank account of the supplier, contractor, or consultant not earlier than twenty-four (24) hours, but not later than forty-eight (48) hours, upon receipt of our advice. Please note that the corresponding bank transfer fee, if any, shall be chargeable to the account of the supplier, contractor, or consultant.
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 DPPF may terminate 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.
13. The RFQ, Purchase Order (PO), and other related documents for the above-stated Procurement projects shall be deemed to form part of the contract.
14. **The DPPF reserves the right to reject all quotation/bids to waive minor defects therein, to annul the awarding process, to reject the quotation/bids at any time prior to contract of award without thereby raising any liability to the affected bidder/supplier and to accept only the offer that is most advantageous to the government.**





**BUREAU OF CORRECTIONS
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Annex A

Scope of Works

IMPROVEMENT OF GUEST HOUSE – (Fully furnished 1 room for DG’s Quarter)		
ITEM NO.	DESCRIPTION	Statement of Compliance (“Comply” or “Not Comply”)
Note: Non-compliance with the minimum required specifications shall be rejected.		
1.0	GENERAL REQUIREMENTS	
	Scope of Work: 1.1 Mobilization and demobilization. 1.2 Site clearing.	
2.0	TILE WORKS (cr, bedroom)	
	Scope of Works: 2.1 Layout and site preparation. 2.2. Install floor tiles (wooden finish) at bedroom area with a dimension of .22x1.22m as per approved by engineer. 2.3 Install glazed and unglazed tiles with a dimension of .0.3m x 0.6m for toilet walls and flooring as per approved by engineer. 2.4 Perform a zero hollow part (kapak) on the installation of tiles.	
3.0	CEILING WORKS	
	Scope of Works: 3.1 Supply and installation of all ceiling work shall be done as per plan. 3.2 Use PVC Ceiling panel material and metal furring for ceiling works. Note : *Hand drill will be used to install the pvc ceiling. *Auto Level or level hose shall be present during ceiling works	
4.1	HARDWARES (e.g plumbing fixtures, furniture)	
	Scope of Works: 4.1 Hardware shall be installed without scratch or any defects in accordance to required size and specs.	
5.0	PAINTING WORKS	
	Scope of Works: 5.1 Be sure to prepare and clean all surfaces prior for painting. 5.2 Use quick dry enamel as primer and semi-gloss enamel white as top coat for interior dry walls. 5.3 Use flat latex as primer and semi-gloss latex white as top coat for interior concrete walls.	
6.0	ELECTRICAL WORKS	
	Scope of Works: 6.1 Install additional switch and outlets based on the placement of appliances (refer plan). 6.2 Supply and installation of all electrical fixtures and electrical lines as per standard sizes required. 6.3 The materials to be used shall be brand new and no defect or damage.	
7.0	PLUMBING WORKS	
	Scope of Works: 7.1 Installation of plumbing fixtures must be in accordance with specs. 7.2 Supply and installation of all plumbing fixtures as per standard sizes required. 7.3 The materials to be used shall be brand new and no defect or damage.	
8.0	FURNISHED ITEMS	
	Scope of Works: 8.1 All furnished items/materials must be in accordance with specs required. 8.2 All furnished items/materials to be delivered shall be brand new and no defect or damage.	
	Contract Duration: 90 Calendar Days Please refer to Scope of Work (Annex A), Bill of Quantities and Cost Estimates (Annex C), S-Curve (Annex D) and Plans and Drawings (Annex E).	





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Annex B

After having carefully read and accepted the Terms and Conditions in the Request for Quotation, hereunder is our quotation for the item/s as follows:

Price Schedule

IMPROVEMENT OF GUEST HOUSE – (Fully furnished 1 room for DG’s Quarter)					
ITEM NO.	DESCRIPTION	UNIT	QTY	AMOUNT	PRICE OFFER
1.0	TILE WORKS (cr, bedroom)			220,050.00	
1.1	Materials:				
	Porcelain tiles; (wooden finish) (.22x1.22m)	pcs	275		
	Porcelain glazed tiles (white) (0.3m x0.6m)	pcs	45		
	Porcelain unglazed tiles (light grey) (0.3m x0.6m)	pcs	120		
	Tile adhesive	bags	70		
	Tile spacer	bag	1		
2.0	CEILING WORKS			110,160.00	
2.1	Materials				
	PVC Ceiling (Off white - Gloss)	panel	35		
	PVC Ceiling (Wooden Finished - Gloss)	panel	65		
	Panel Adhesive	qrt	2		
	Metal Furring	lengths	80		
	Wall Angle	lengths	25		
	Metal Furring Screw (300pcs/box)	box	2		
3.0	HARDWARES			44,847.00	
3.1	Materials:				
	Wooden door w/ door jamb; 0.8m x 2.1m	set	1		
	Panel door with door jamb; 0.7m x 2.1m (cr)	set	1		
	Door Knob (Lever type)	set	1		
	Door Knob (circular)	set	1		
	Room Divider (wood finish)	set	1		
	Hinges	set	3		
4.0	PAINTING WORKS			43,875.00	
4.1	Materials:				
	Pollituff w/ hardener	gals	4		
	QDE White - primer coat	gals	6		
	QDE Semi Gloss White	gals	8		
	Flat Latex - white	gals	4		
	Semi-Gloss Latex white	gals	8		
	Paint roller; 7"	pcs	4		
	Paint brush; 2"	pcs	4		
	Paint Thinner	gal	4		
	Paint brush #3	pcs	4		
	Paint brush #2	pcs	4		
	Paint brush #1	pcs	4		
	Paint Roller cotton (7inches)	pcs	4		
	Paint tray plastic	pcs	4		
	Sand paper #100	shts	20		
	Sand paper #120	shts	20		
5.0	ELECTRICAL WORKS WITH FIGURES			48,154.50	
5.1	Materials:				
	THHN Copper wire #12 (3.5mm2)	rolls	1		
	Flexible hose 1/2" dia (orange)	rolls	1		
	PVC Clamp 1" (200/box)	box	1		
	2 gang convenience outlets (flush type)	set	4		
	2 gang switch (flush type)	set	4		
	1 gang switch (flush type)	set	4		
	Lamp shade	set	2		





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	Led Down lights - 9W	pcs	14		
	Modern Chandelier ceiling light (center bedroom)	pcs	2		
	Utility box deep type	pcs	4		
	Junction box	pcs	4		
	Electrical tape, big (10 pcs / roll)	roll	1		
	Circuit Breaker 30A bolt-on	pcs	1		
	Circuit Breaker 20A bolt-on	pcs	1		
6.0	PLUMBING WORKS WITH FIXTURES			32,454.00	
6.1	Materials:				
	Water Closet with bidet (push button flash type)	set	1		
	Square type - Lavatory (porcelain)	set	1		
	Shower with hot and cold - square type	set	1		
	Toilet Rug	pcs	2		
	Tissue holder	pc	1		
	Rectangular mirror (0.6m x 0.3m)	pc	1		
7.0	FURNISHED ITEMS			256,520.00	
7.1	Materials:				
	Bed frame - king size bed	set	1		
	Premium quality foam; king size (firm type)	set	1		
	King size Comforter	pcs	2		
	Premium Quality pillows	pcs	4		
	Pillow Cases - white	pcs	4		
	Pillow Cases - Brown	pcs	4		
	Bath Towel (white) - premium	pcs	2		
	Bath Robe (white) - premium	pcs	2		
	Bed Blanket - king size	pcs	2		
	Bed Sheet - king size (white)	pcs	1		
	Bed Sheet - king size (brown)	pcs	1		
	Carpet (for king size bed	pcs	1		
	Coffee Table	set	1		
	Office table with chair	set	1		
	Double seater sofa (leather finished)-cream	set	1		
	One seater sofa (leather finished)-walnut brown	set	1		
	Center table (wooden type)	set	1		
	Side table	set	2		
	TV holder - cabinet	set	1		
	Refrigerator; 35T; 3.5 cu.ft (white)	set	1		
	Walk-in cabinet - with vanity dresser	set	1		
	TOTAL DIRECT COST			₱ 756,060.50	
	Overhead, Contingencies, Miscellaneous 15%:			₱ 113,409.08	
	Contractor's Profit 10%:			₱ 75,606.05	
	VAT 5%:			₱ 47,253.78	
	Mobilization/Demobilization:			₱ 7,182.57	
	Estimated Total Project Cost:			₱ 999,511.98	

Signature over Printed Name : _____

Position/Designation : _____

Contact Number/Email Address: _____

Date : _____



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Annex C

BILL of MATERIALS and COST ESTIMATES of the IMPROVEMENT OF GUEST HOUSE - (Fully furnished 1 room for DG's Quarter) Davao Prison and Penal Farm					
General Services Section					
ITEM No.	DESCRIPTION	UNIT	QTY	UNIT COST	AMOUNT
1.0	TILE WORKS (cr, bedroom)				220,050.00
1.1	Materials				
	Porcelain tiles; (wooden finish) (.22x1.22m)	pcs	275	420.00	115,500.00
	Porcelain glazed tiles (white) (0.3m x0.6m)	pcs	45	170.00	7,650.00
	Porcelain unglazed tiles (light grey) (0.3m x0.6m)	pcs	120	165.00	19,800.00
	Tile adhesive	bags	70	280.00	19,600.00
	Tile spacer	bag	1	450.00	450.00
2.0	CEILING WORKS				110,160.00
2.1	Materials				
	PVC Ceiling (Off white - Gloss)	panel	35	410.00	14,350.00
	PVC Ceiling (Wooden Finished - Gloss)	panel	65	410.00	26,650.00
	Panel Adhesive	qrt	2	210.00	420.00
	Metal Furring	lengths	80	380.00	30,400.00
	Wall Angle	lengths	25	360.00	9,000.00
	Metal Furring Screw (300pcs/box)	box	2	390.00	780.00
3.0	HARDWARES				44,847.00
3.1	Materials				
	Wooden door w/ door jamb; 0.8m x 2.1m	set	1	14,000.00	14,000.00
	Panel door with door jamb; 0.7m x 2.1m (cr)	set	1	10,000.00	10,000.00
	Door Knob (Lever type)	set	1	580.00	580.00
	Door Knob (circular)	set	1	480.00	480.00
	Room Divider (wood finish)	set	1	7,500.00	7,500.00
	Hinges	set	3	220.00	660.00
4.0	PAINTING WORKS				43,875.00
4.1	Materials				
	Pollituff w/ hardener	gals	4	1,200.00	4,800.00
	QDE White - primer coat	gals	6	850.00	5,100.00
	QDE Semi Gloss White	gals	8	850.00	6,800.00
	Flat Latex - white	gals	4	850.00	3,400.00
	Semi Gloss Latex white	gals	8	850.00	6,800.00
	Paint roller; 7"	pcs	4	160.00	640.00
	Paint brush; 2"	pcs	4	80.00	320.00
	Paint Thinner	gal	4	480.00	1,920.00
	Paint brush #3	pcs	4	95.00	380.00
	Paint brush #2	pcs	4	55.00	220.00
	Paint brush #1	pcs	4	35.00	140.00
	Paint Roller cotton (7inches)	pcs	4	120.00	480.00
	Paint tray plastic	pcs	4	75.00	300.00
	Sand paper #100	shts	20	30.00	600.00
	Sand paper #120	shts	20	30.00	600.00

PREPARED:

CSO2 MARK PHILIP JUATON
 Construction Unit, Chief

CHECKED:

ENGR JOY REO NATIVIDAD
 Asst. Chief, General Services Section

APPROVED:

ENGR WILSON H ABLAO
 Chief, General Services Section





**BUREAU OF CORRECTIONS
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Braulio E. Dujali, Davao del Norte, 8106



Annex C

BILL of MATERIALS and COST ESTIMATES of the IMPROVEMENT OF GUEST HOUSE - (Fully furnished 1 room for DG's Quarter) Davao Prison and Penal Farm General Services Section					
ITEM No.	DESCRIPTION	UNIT	QTY	UNIT COST	AMOUNT
5.0	ELECTRICAL WORKS WITH FIXTURES				48,154.50
5.1	Materials				
	THHN Copper wire #12 (3.5mm2)	rolls	1	4,000.00	4,000.00
	Flexible hose 1/2" dia (orange)	rolls	1	980.00	980.00
	PVC Clamp 1" (200/box)	box	1	500.00	500.00
	2 gang convenience outlet (flush type)	set	4	220.00	880.00
	2 gang switch(flush type)	set	4	220.00	880.00
	1 gang switch(flush type)	set	4	130.00	520.00
	Lamp shade	set	2	4,200.00	8,400.00
	Led Down lights - 9W	pcs	14	480.00	6,720.00
	Modern Chandelier ceiling light (center bedroom)	pcs	2	4,800.00	9,600.00
	Utility box deep type	pcs	4	40.00	160.00
	Junction box	pcs	4	55.00	220.00
	electrical tape, big (10 pcs / roll)	roll	1	850.00	850.00
	Circuit Breaker 30A bolt-on	pcs	1	980.00	980.00
	Circuit Breaker 20A bolt-on	pcs	1	980.00	980.00
6.0	PLUMBING WORKS WITH FIXTURES				32,454.00
6.1	Water Closet with bidet (push button flush type)	set	1	9,000.00	9,000.00
	Square type - Lavatory (porcelain)	set	1	3,500.00	3,500.00
	Shower with hot and cold - square type	set	1	7,200.00	7,200.00
	Toilet Rug	pcs	2	720.00	1,440.00
	Tissue holder	pc	1	800.00	800.00
	Rectangular mirror (0.6m x 0.3m)	pc	1	2,100.00	2,100.00
7.0	FURNISHED ITEMS				256,520.00
7.1	Materials				
	Bed frame - king size bed	set	1	32,000.00	32,000.00
	Premium quality foam; king size (firm type)	set	1	34,000.00	34,000.00
	King size Comforter	pcs	2	4,900.00	9,800.00
	Premium Quality pillows	pcs	4	1,440.00	5,760.00
	Pillow Cases - white	pcs	4	720.00	2,880.00
	Pillow Cases - Brown	pcs	4	720.00	2,880.00
	Bath Towel (white) - premium	pcs	2	2,200.00	4,400.00
	Bath Robe (white) - premium	pcs	2	3,000.00	6,000.00
	Bed Blanket - king size	pcs	2	1,080.00	2,160.00
	Bed Sheet - king size (white)	pcs	1	2,160.00	2,160.00
	Bed Sheet - king size (brown)	pcs	1	2,040.00	2,040.00
	Carpet (for king size bed	pcs	1	8,160.00	8,160.00
	Coffee Table	set	1	4,320.00	4,320.00
	Office table with chair	set	1	8,160.00	8,160.00
	Double seater sofa (leather finished)-cream	set	1	49,800.00	49,800.00
	One seater sofa (leather finished)-walnut brown	set	1	26,400.00	26,400.00
	Center table (wooden type)	set	1	5,400.00	5,400.00
	Side table	set	2	3,200.00	6,400.00
	TV holder - cabinet	set	1	9,800.00	9,800.00
	Refrigerator; 35T; 3.5cu.ft (white)	set	1	14,800.00	14,800.00
	Walk-in cabinet - with vanity dresser	set	1	19,200.00	19,200.00
	TOTAL DIRECT COST				756,060.50
8.0	TOTAL ESTIMATED COST				756,060.50

PREPARED:

CSO2 MARK PHILIP JUATON
 Construction Unit, Chief

CHECKED:

ENGR JOY FE C. NATIVIDAD
 Asst. Chief, General Services Section

APPROVED:

ENGR WILSON H. ABLAO
 Chief, General Services Section





**BUREAU OF CORRECTIONS
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Annex D



Republic of the Philippines
 Department of Justice
 Bureau of Corrections
DAVAO PRISON & PENAL FARM
 B.E. Dujali, Davao del Norte



IMPROVEMENT OF GUEST HOUSE - (Fully furnished 1 room for DG's Quarter)
 Davao Prison and Penal Farm

SCOPE OF WORK		AMOUNT	1st MONTH	2nd MONTH	3rd MONTH
1	TILE WORKS (cr, bedroom)	220,050.00			
2	CEILING WORKS	110,160.00			
3	HARDWARES	44,847.00			
4	PAINTING WORKS	43,875.00			
5	ELECTRICAL WORKS WITH FIXTURES	48,154.50			
6	PLUMBING WORKS WITH FIXTURES	32,454.00			
6	FURNISHED ITEMS	256,520.00			
CALENDAR DAYS			30	60	90

PREPARED:

CSO2 MARK PHILIP BUJATON
 Construction Unit, Chief

CHECKED:

ENGR JOY FE C. NATIVIDAD
 Asst. Chief, General Services Section

APPROVED:

ENGR WILSON H. ARELAO
 Chief, General Services Section





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Annex E



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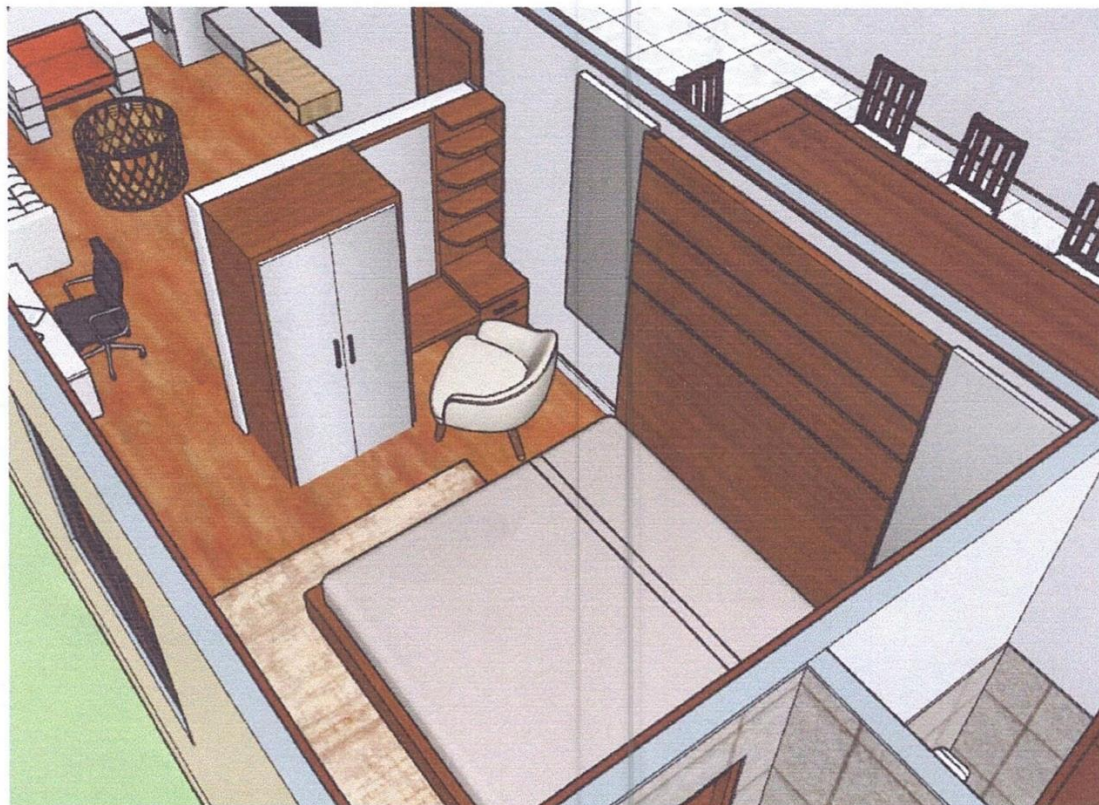
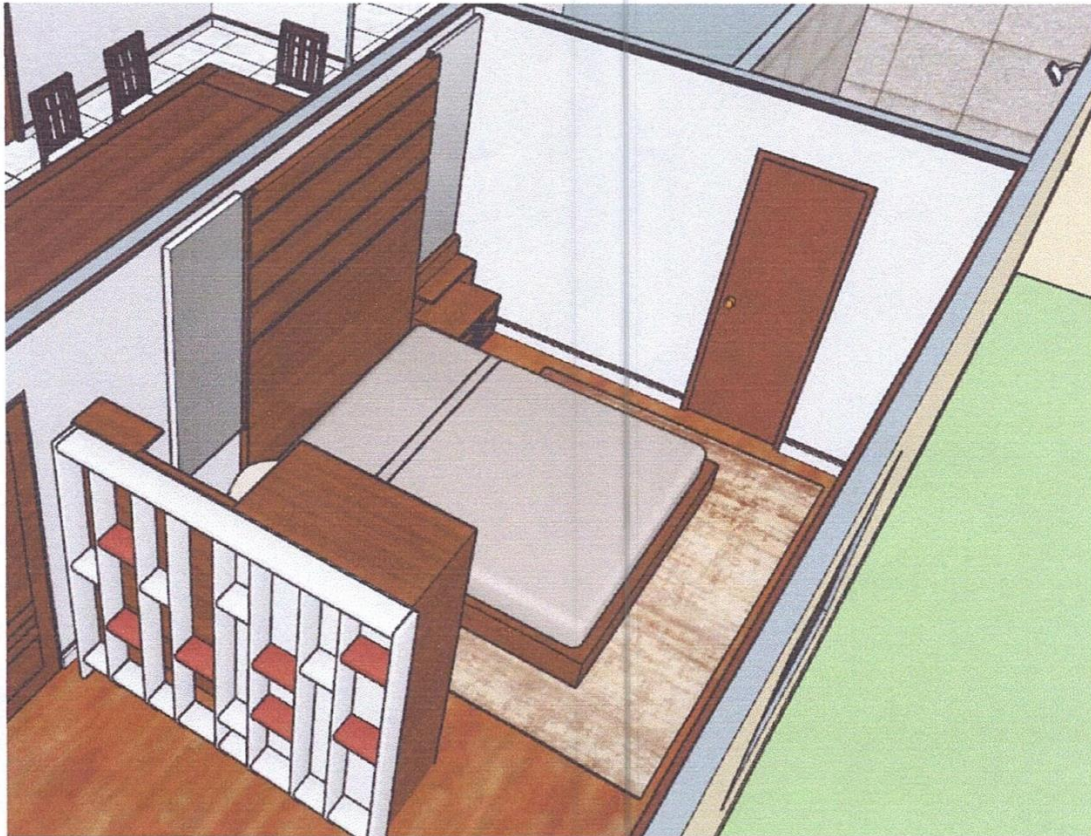




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Annex E



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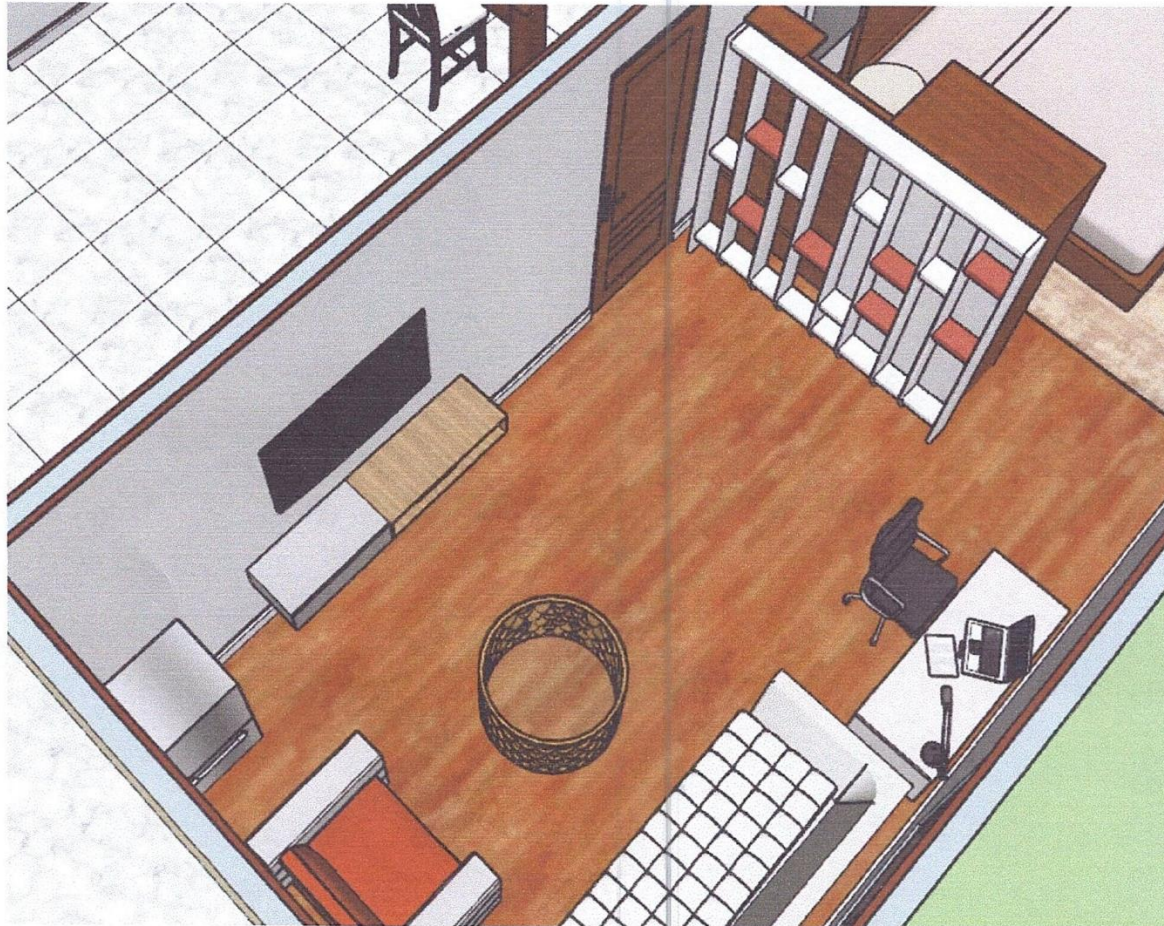
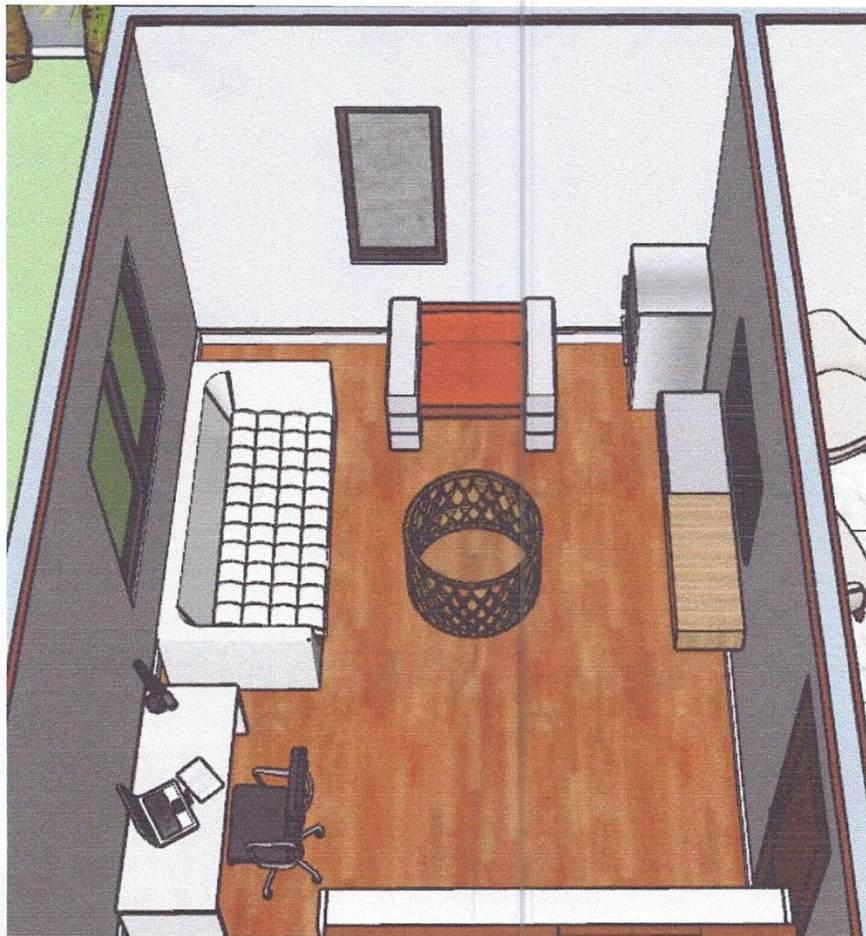




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Annex E



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