



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

Braulio E. Dujali, Davao del Norte, 8106



REQUEST FOR QUOTATION

RFQ No.: 2024-12-105
 Date : _____

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

1. The BuCor-Davao Prison and Penal Farm (DPPF) through its Bids and Awards Committee (BAC) invites interested bidders to submit a quotation/proposal with the Approved Budget for the Contract (ABC) in the amount of **PHILIPPINE PESO SEVEN HUNDRED SIX THOUSAND ONE HUNDRED FIFTY ONLY (PHP 706,150.00)** inclusive of applicable tax for the procurement of the item below:

PR Number	Item Description
2024-11-0274	SUPPLY, DELIVERY AND INSTALLATION OF POTABLE WATER SUPPLY FOR DPPF DORMITORIES

2. Procurement shall be conducted through **Small Value Procurement** under Section 53.9 - Negotiated Procurement as prescribed under Rule XVI- Alternative Methods of Procurement of 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (R.A.) No. 9184, otherwise known as the “*Government Procurement Reform Act*”.
3. The quotation must be duly signed by the bidder and must be submitted at the **BAC Office, Administrative Building, Davao Prison and Penal Farm, B.E Dujali, Davao del Norte** or by **email at dppfbac@bucor.gov.ph**. **The quotations shall be received not later than DECEMBER 09, 2024 @ 1:45 PM**.
4. The bidder must **submit a copy** of the following documents, **together with the proposal**, to ensure that the said bidder is technically, legally, and financially capable to undertake the proposed project:
- Valid and current Mayor’s/Business Permit;
 - PhilGEPS Registration Number to be indicated in RFQ Form;
 - Duly Notarized Omnibus Sworn Statement (for ABC above 50,000.00)
 - Valid and Current Income Business Tax Return (for ABC above 500,000.00)
5. **DPPF** reserves the right to waive any formality in the responses to the eligibility requirements and to this invitation. DPPF further reserves the right to reject all proposals, or declare a failure of small value procurement, or not award the contract, and makes no assurance that the contract shall be entered into as a result of this invitation without thereby incurring any liability to the affected bidder or bidders in accordance with R.A. No. 9184 and its Implementing Rules and Regulations.
6. For any clarification, you may contact *Ms Julie Joy B Divinagracia, Head, BAC Secretariat* at telephone no. **0917-102-9495** or **email at dppfbac@bucor.gov.ph**.

CCINSP DIVINA S CAMIÑA
BAC Chairperson

TERMS AND CONDITIONS

1. Bidders shall provide the **correct and accurate information** required in this form.
2. Payment Term: _____
3. Price proposal must be valid for the period of **thirty (30) calendar days** from the date of submission.
4. Price proposal to be denominated in **Philippine Peso (PhP)**, include all taxes and duties and/or levies payable.
5. Proposals exceeding the ABC per lot shall be automatically rejected.
6. The **award of the contract** shall be made to the lowest calculated and responsive proposal per lot, which complies with the minimum technical specifications and other terms and conditions stated herein.
7. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initiated by the bidder or any of his/her duly authorized representative/s.
8. 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. DPPF 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.





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RFQ FORM

Date: _____

**The Bids and Awards Committee
 DAVAO PRISON AND PENAL FARM
 Braulio E. Dujali, Davao del Norte, 8106**

Sir/Madam:

After having carefully read and accepted the project requirements, I/we submit our proposal for the item as follows:

ITEM NO.	UNIT	ITEM/S DESCRIPTION	QTY	State of Compliance		Bidder's Offer		
				YES	NO	Brand Name, Model, and Other Remarks	Unit Price	Total Amount
1.	Pcs	13x54 Frp	2					
2.	Pc	16x65 Frp	1					
3.	Pcs	Automatic Head Filter	2					
4.	Pc	Automatic Head Softener	1					
5.	Pc	Brine Tank 70L	1					
6.	Pc	Horizontal Pump 2-60	1					
7.	Pc	Automatic Pump Control	1					
8.	Pc	Float Switch For Low Level Raw Tank	1					
9.	Pcs	Float Switch For Low Level Product Tank	2					
10.	Pcs	Oil Pressure Gauge 100Psi	3					
11.	Pcs	Mechanical Float Valve ¾	2					
12.	Sck	Industrial Salt	1					
13.	Scks	Resin C100E	5					
14.	Scks	Granulated Activated Carbon	2					
15.	Scks	Activated Anthracite	2					
16.	Scks	Selected Pebbles #10	7					
17.	Scks	Silica Sand	2					
18.	Pc	Low Pressure Switch Connector	1					
19.	Set	High Pressure Bauer Vertical Pump 1.5Hp	1					
20.	Sets	R.O Membrane Vessel	3					
21.	Sets	Water Master Membrane	3					
22.	Pc	Float Switch For High Level	1					
23.	Pcs	Solenoid 1	2					
24.	Pcs	Solenoid ½	2					
25.	Pcs	Flow Meter 10Gpm Without Regulator	2					
26.	Pc	Needle Valve	1					
27.	Pcs	Oil Gauge 100Psi	5					
28.	Pc	Oil Gauge 300Psi	1					
29.	Pc	Low Pressure Switch	1					
30.	Sets	Filter Housing Bb20	2					
31.	Sets	Sediment Filter Bb20	2					
32.	Sets	Push Button	5					
33.	Sets	Pilot Light Green	4					
34.	Set	Pilot Light Red	1					
35.	Pcs	Product Water Pump Stainless Head 1.3Hp	3					
36.	Pcs	Pressure Tank 42G	3					
Note: 1. Conformance with the Terms and Conditions of this project is required. Please see attached								





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Annex A "Installation of Potable Water Supply for DPPF Dormitories Terms and Conditions"												
Total Offered:												

Approved Budget of the Contract (ABC): PHILIPPINE PESO SEVEN HUNDRED SIX THOUSAND ONE HUNDRED FIFTY ONLY (PHP 706,150.00)	Contract Period:
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Signature over Printed Name : _____

(Total) Amount offered in Words and Figures: _____

The above-quoted price is **inclusive of all costs and applicable taxes.**

Date : _____

Company Name : _____

Contact Number : _____

PHILGEPS Registration Number : _____





INSTALLATION OF POTABLE WATER SUPPLY FOR DPPF DORMITORIES

Terms and Condition

1. Agreement Acceptance

By accepting this contract or proceeding with any services provided, the Client agrees to the following terms and conditions.

2. Payment Terms

The total project fee will be paid in the following stages:

50% Down Payment: Due upon the award of the contract and before any work commences. This payment secures the contract and covers initial project costs.

45% Upon Completion: Due upon the completion of the project or delivery of services, as outlined in the contract. The Client will be notified when the project is complete and ready for final review.

5% Retention: A 5% retention fee will be withheld until [6] months after completion of the project. The retention fee will be paid upon successful completion of any warranty period or once all agreed-upon terms and conditions have been fully satisfied.

3. Materials and Specifications

- All materials to be supplied and installed by the service provider must conform to the **standard specifications** as outlined in the contract.
- The service provider is responsible for ensuring that the materials used meet or exceed the quality and standards agreed upon, including compliance with applicable industry standards, safety regulations, and the manufacturer's specifications.
- Any materials that do not meet the agreed-upon specifications will be subject to rejection and replacement at the service provider's cost.

4. Equipment Maintenance and Repair Instructions

- Upon completion of the installation or delivery of equipment, the service provider is responsible for **properly turning over** all necessary information related to the **maintenance, operation, and repair** of the equipment to the Client.
- The service provider must provide clear, detailed, and written instructions on how to maintain and repair the equipment. These instructions should be specific to the type of equipment.



I/We certify to comply with the above terms and conditions.

Name and Signature of Authorized Representative: _____

Name of Company: _____

Address of the Company: _____

Date: _____



10. Warranty and Defects


- The Client will have [6] months after project completion to notify the service provider of any defects or issues that arise. Any necessary repairs or adjustments will be made within a reasonable time frame.
- The 5% retention will only be released once any outstanding issues are resolved to the satisfaction of both parties.

11. Miscellaneous

- Any additional services or changes requested by the Client after the contract has been signed will be subject to a revised fee or payment schedule.
- Disputes arising under this agreement will be resolved in accordance with [local laws/jurisdiction] and may involve mediation or arbitration as necessary.

Notes:

- The **5% retention** clause is often used in construction and service contracts to ensure that the work is completed satisfactorily and any potential defects are addressed within a given period.
- Ensure that the retention payment period (e.g., 6 months) aligns with the project's warranty or defect rectification period.

for: 
CINSP SOLOMON B ARENIEGO, ARCH
 Chief, General Services Section

ACKNOWLEDGE BY CONTRACTOR:



I/We certify to comply with the above terms and conditions.

Name and Signature of Authorized Representative: _____

Name of Company: _____

Address of the Company: _____

Date: _____