



REQUEST FOR QUOTATION OF PRICES

SUPPLY & DELIVERY OF FURNITURE AND FIXTURES

Date: **December 8, 2025**

RFQ No: **2025-141**

Name Company: _____

Address: _____

Business Permit No.: _____

TIN No.: _____

PhilGEPS Registration No. (required) _____

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 shall **quote for all the items**.
- c.) Price quotation/lot 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.) Quotation **exceeding** the Approved Budget for the Contract (ABC) shall be rejected.
- f.) **Award of contract** shall be made to the lowest quotation (for goods and infrastructure) or the highest rated offer (for consultation 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. In case of **price discrepancy** over the amounts in words and in figures, the amount in words will prevail.
- h.) **All items needed must be delivered within fifteen (15) calendar days from receipt of the approved Notice to Proceed.**
- i.) The LRP shall have the right to **inspect and/or to test** the goods to confirm its conformity to the technical specifications.
- j.) 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 BuCor-LRP 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**.
- l.) **Submission through e-mail and fax of your quotation will not be entertained/accepted due to concerns about document integrity, security, or to ensure all submissions are received and tracked properly.**
- m.) Send your sealed quotation through mail or submit it personally at the address hereunder provided.

REQUIREMENTS TO BE SUBMITTED

n.) Certified true copy of Valid & 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.

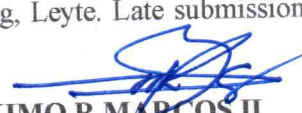
o.) Certified true copy of Valid & Current **PhilGEPS Membership**

NOTE:

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

 Signature over Printed Name
 Authorized Representative / Sole Proprietor

Submit your sealed quotation duly signed by you or your duly representative not later than _____, 2025 on or before 9:00 am at the Office of the BAC/BAC Secretariat, Leyte Regional Prison, Abuyog, Leyte. Late submission of bids shall be rejected.


C/INSP MAXIMO R. MARCOS II
 BAC Chairperson

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

RFQ No: 2025-141

Project Title: SUPPLY & DELIVERY OF FURNITURE AND FIXTURES

Qty.	Unit	Description	ABC ₱246,000.00	Compliance to Technical Specifications (Please Check)		Offered Quotation per Unit	Offered Quotation per Unit x Quantity
				YES	NO		
2	Unit	Executive Chair Specifications: <i>Jersey, Leather, Chrome Base</i>					
40	Unit	Swivel Chair Specifications: <i>Jersey, Leather, Chrome & Foam Base</i>					
7	Unit	Computer Table Specifications: <i>w/Drawer and Wheels, Sturdy</i>					
15	Unit	Executive Chair Specifications: <i>Jersey, MDF Board</i>					
TOTAL							

Signature Over Printed Name of Sole Proprietor or Representative

Position/Designation: _____

Mobile No.: _____