



Republic of the Philippines
Department of Justice
BUREAU OF CORRECTIONS
SAN RAMON PRISON AND PENAL FARM
City of Zamboanga



REQUEST FOR QUOTATION #2026-03-059

Food Accommodation and Various Materials for Senior High School
Graduation Ceremony

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

m.) Valid and Current PhilGEPS Registration Number

n.) 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.) Valid and Current Income Tax Return – for ABC above 500,000.00

q.) Duly Notarized Omnibus Sworn Statement (original) – for ABC above 50,000.00

r.) Duly Notarized Authority to Signatory (if applicable)

s.) Tax Clearance Certificate – for ABC above 50,000.00

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 Mar 16, 2026 at 0900H the BAC Office, San Ramon Prison and Penal Farm at _____. Late submission of bids shall be rejected. For further information, you can email the BAC secretariats at srppfbac@bucor.gov.ph, Monday to Friday.

CSINSP ROMMEL J CAMPILIS
Chairperson, Bids and Awards Committee





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PR#:2026-03-055

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

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Food Accommodation and Various Materials for Senior High School Graduation Ceremony.

QTY	UNIT	DESCRIPTION	Compliance to the Technical specifications (Please check)		Unit Price	Offered Quotation	Approved Budget for Contract	Offered Quotation
			YES	NO				
		Lot - 1						
25	Pax	Meals			150.00		3,750.00	
25	Pax	Snacks - Am			50.00		1,250.00	
						Sub-total	5,000.00	
		Lot - 2						
50	Meter	Ribbon - Gold			45.00		2,250.00	
50	Meter	White Lace			45.00		2,250.00	
4	Pc	Glue Gun			250.00		1,000.00	
50	Pack	Sticker Paper			70.00		3,500.00	
2	Pack	Push Pin			60.00		120.00	
5	Box	Percussion Pin			55.00		275.00	
50	Meter	Pongee Cloth - White			60.00		3,000.00	
50	Meter	Pongee Cloth - Red			60.00		3,000.00	
1	Pc	Book Binding Tape - Blue			200.00		200.00	
1	Pc	Book Binding Tape - Green			200.00		200.00	
1	Pc	Book Binding Tape - Red			200.00		200.00	
100	Pc	White T-shirt - Medium			150.00		15,000.00	
100	Pc	White T-shirt - Large			130.00		13,000.00	
50	Pc	White T-shirt - XL			140.00		7,000.00	
50	Pack	Vellum Paper - Large			120.00		6,000.00	
						Sub-total	56,995.00	

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xxxxx	xxxxxx Nothing Follows xxxxxxxx		TOTAL	₱ 61,995.00	
Purposed: for the graduation ceremony of senior high school.					

SIGNATURE OVER PRINTED NAME OF SOLE PROPRIETOR OR REPRESENTATIVE

TELEPHONE NO: _____
 CELLPHONE NO: _____
 EMAIL: _____

