



Republic of the Philippines
Province of Oriental Mindoro
MUNICIPALITY OF PINAMALAYAN

RFQ No.
Date

2023 - 45

REQUEST FOR QUOTATION

(SUPPLY AND DELIVERY OF MATERIALS FOR THE FABRICATION OF OFFICE CUBICLE - MEO, BRGY. ZONE IV, PINAMALAYAN, ORIENTAL MINDORO)

The Municipal Government of Pinamalayan hereinafter referred to as “the Purchaser”, through its Bids and Awards Committee (BAC), invite interested parties to submit price quotation for the **(SUPPLY AND DELIVERY OF MATERIALS FOR THE FABRICATION OF OFFICE CUBICLE - MEO, BRGY. ZONE IV, PINAMALAYAN, ORIENTAL MINDORO)** through Small Value Procurement (Sec. 53.9 [b], IRR of R.A. No. 9184) with Approved Budget for the Contract (ABC) of One Hundred Thirty Seven Thousand Nine Hundred Ninety Four Pesos. **(Php 137,994.00)**

Lot No.	Quantity	Units	Item Description	ABC
1	42	pcs	4" X 8" X 3/4' thk Plyboard	
	5	pcs	4" X 8" X 1/2' thk Plyboard	
	30	pcs	1 X 2 X 12' (2 bdft) Kiln Dry S4S	
	15	kg	No.1 Finishing Nail	
	6	kg	Stikwel	
	7	set	Drawer Lock	
	7	set	No. 16 Drawer Guide Heavy Duty	
	7	pcs	Stainless Drawer Handle	
	3	gal	Flat Enamel Primer	
	3	gal	Polituff	
	6	gal	Glazing Tuff	
	7	gal	QDE Paint	
	3	gal	Lacquer Thinner	
	100	pcs	Sanding Paper	
	10	pcs	Baby Roller Brush	
	15	kg	Rag	
	15	kg	Old News Paper	
	5	pcs	No. 2 Paint Brush	
	5	pcs	No. 3 Paint Brush	
	5	pcs	No. 4 Paint Brush	
	*** Nothing Follows ***			
			TOTAL	137,994.00

All items listed under the purchaser’s specifications must be complied on a pass-fail basis. Failure to meet any one of the requirements will result to rejection. Likewise, it is understood that Purchaser’s specifications are minimum requirements. The Bidder/Supplier may offer higher specifications or additional items, if any.

Likewise, in accordance with Section 54.6 and Appendix A of Annex "H" (Consolidated Guidelines for the Alternative Methods of Procurement) of the IRR of RA No. 9184, the supplier shall provide the following documentary requirements as a condition for award of the contract:

1 Philgeps Registration Number

2 Mayor's/Business Permit

2 Omnibus Sworn Statement



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Your prices must be quoted in Philippine Peso and must include the unit price and total price, inclusive of all taxes to be paid and other incidental cost to the delivery site if the contract is awarded.

All quotations may be typewritten or handwritten and may be placed in sealed envelope marked "Supply and Delivery of **(FABRICATION OF OFFICE CUBICLE - MEO, BRGY. ZONE IV, PINAMALAYAN, ORIENTAL MINDORO)** (RFQ No. **MM-16**)" and must be delivered/submitted on _____, 2022 at the BAC Secretariat Office, 2F Main Building, Municipal Compound, Pinamalayan, Oriental Mindoro.

Quotations shall be valid for thirty (30) calendar days from the deadline of submission of the same.

The delivery period shall be within thirty (30) calendar days from receipt of the Purchase Order (PO). The supplier should inform the purchaser at least a day before the date of delivery. The delivery will be made only during working days and hours.

DELIVERY SITE: **Brgy. Zone IV, Pinamalayan, Oriental Mindoro**

The applicable rate for late deliveries is one tenth (1/10) of one percent (1%) of the cost of the unperformed portion for every day of delay. The maximum deduction shall be ten percent (10%) of the amount of contract. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the procuring entity shall rescind the contract, without prejudice to other courses of action and remedies open to it.

The prospective supplier shall submit the following:

- Duly accomplished Quotation Form (*Annex A*); and
- Brochures of the items offered, if any.

The Municipal Government of Pinamalayan reserves the right to accept or reject any quotation, and to annul the procurement process and reject all quotations at any time prior to Contract award, without thereby incurring any liability to the affected supplier or suppliers. Municipal Government of Pinamalayan also reserves the right to waive any required formality in the proposals received, and select the proposal which it determines to be the most advantageous to the government.


CARLITO M. MEJICO, CPA, REB

Municipal Assessor

BAC Chairperson *#2344 j*



QUOTATION FORM

Date _____

THE CHAIRPERSON

Bids and Awards Committee
Municipal Government of Pinamalayan
Madrid Blvd., Zone II, Pinamalayan, Oriental Mindoro

Sir/Madam:

Having examined the subject Request for Quotation (RFQ) including the Technical Specifications, we, the undersigned offer to supply and deliver the following items (with our unit prices and total price):

Item/Lot No.	Item Description	No. of Units		Unit Price	Total Price
Lot 1	4" X 8" X 3/4' thk Plyboard	42	pcs		
	4" X 8" X 1/2' thk Plyboard	5	pcs		
	1 X 2 X 12' (2 bdf) Kiln Dry S4S	30	pcs		
	No.1 Finishing Nail	15	kg		
	Stikwel	6	kg		
	Drawer Lock	7	set		
	No. 16 Drawer Guide Heavy Duty	7	set		
	Stainless Drawer Handle	7	pcs		
	Flat Enamel Primer	3	gal		
	Polituff	3	gai		
	Glazing Tuff	6	gal		
	QDE Paint	7	gai		
	Lacquer Thinner	3	gal		
	Sanding Paper	100	pcs		
	Baby Roller Brush	10	pcs		
	Rag	15	kg		
	Old News Paper	15	kg		
	No. 2 Paint Brush	5	pcs		
	No. 3 Paint Brush	5	pcs		
	No. 4 Paint Brush	5	pcs		
*** Nothing Follows ***					
GRAND TOTAL					

Note: Purchaser's specifications are minimum requirements. The Bidder/Supplier may offer higher specifications or additional items, if any. All items shall be covered by at least one (1) year warranty on parts and labor. (attach additional sheets if necessary)

We undertake, if our Quotation is accepted to supply and deliver the above goods within ten (10) days from the receipt of Purchase Order (PO).

We agree to abide by this Quotation for a period of thirty (30) days after the dated deadline of submission specified in your RFQ.

We understand that payment for items delivered and installed will be made to the winning supplier after the inspection and acceptance of goods delivered and installed.

Supplier's/authorized representative signature over printed name
Designation: _____
Name of Company: _____
Address: _____
Contact No.: _____
Tax Identification Number (TIN): _____
PhilGEPS Registration Number: _____

Canvassed By:

RICHARD Z. GARCIA
Draftsman II