



Republic of the Philippines  
Province of Oriental Mindoro  
**MUNICIPALITY OF PINAMALAYAN**

RFQ No. \_\_\_\_\_  
Date \_\_\_\_\_

MY-70

**REQUEST FOR QUOTATION**

**(SUPPLY AND DELIVERY OF MATERIALS FOR THE FABRICATION OF OFFICE CUBICLE - MEO IN JMSMPS CMPD., 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 IN JMSMPS CMPD., 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 Seventeen Thousand One Hundred Forty Three Pesos. **(Php 117, 143.00)**

Lot No.	Quantity	Units	Item Description	ABC
1	60	pcs	Marine Plywood 4" x 8" x 3/4' thk.	
	6	pcs	Marine Plywood 4" x 8" x 1/2' thk.	
	25	pcs	Casing 1/2" x 1" x 12ft	
	15	kgs	Finishing Nail no. 1	
	5	pcs	Stikwel (250g)	
	10	set	Drawer Lock	
	10	set	Drawer Guide Heavy Duty no. 16	
	10	pcs	Drawer Handle Stainless 6"	
	3	gal	Flat Enamel Primer	
	3	gal	Polyester Body Filler (Polytuff)	
	5	gal	Glazing Putty	
	5	gal	QDE Paint	
	3	gal	Paint Thinner	
	250	pcs	Sanding Paper	
	10	pcs	Baby Roller Brush	
	10	kgs	Rag	
	10	kgs	News Paper (Old)	
	5	pcs	Paint Brush no. 2	
	5	pcs	Paint Brush no. 3	
			<b>TOTAL</b>	<b>117,143.00</b>

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
- 3 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 **(MATERIALS FOR THE FABRICATION OF OFFICE CUBICLE - MEO IN JMSMPS CMPD., BRGY. ZONE IV, PINAMALAYAN, ORIENTAL MINDORO)** (RFQ No. 70)" and must be delivered/submitted on \_\_\_\_\_, 2024 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 JMSMPS Cmpd., 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:

- a) Duly accomplished Quotation Form (*Annex A*); and
- b) 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