



## REQUEST FOR QUOTATION

### SUPPLY AND DELIVERY OF CONSTRUCTION SUPPLIES FOR THE REPAIR AND MAINTENANCE OF COMFORT ROOM BESIDE IT LABORATORY AT MINSU MAIN CAMPUS

PR No.: PR25-0239  
RFQ No. 2025-186  
ABC Amount: Php309,368.48

Company Name : \_\_\_\_\_  
Address : \_\_\_\_\_

Please quote your lowest price on the items / listed below, subject to the General Condition on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than \_\_\_\_\_ in the address stated in the last page.

**CIEDELLE PIOL-SALAZAR, J.D., Ph.D.**  
BAC Chairperson

- Note:
1. All entries must be typewritten.
  2. Delivery Period within \_\_\_\_calendar days.
  3. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for Equipment, from date of acceptance by the procuring entity.
  4. Price validity shall be a period of 30 calendar days.
  5. G-EP5 Registration Certificate shall be attached upon submission of the Quotation.
  6. Bidders shall submit Original Brochures showing certification of the product being offered.
  7. Mode of delivery: ☐ Pick-up (Schedule) ☐ Door to Door Delivery

Item No.	Unit	ITEM AND DESCRIPTION	QTY.	UNIT PRICE	TOTAL AMOUNT
1	pcs	4'x8'x1/2" thk. Marine Plywood	45		
2	pcs	2"x2"x12" good lumber	102		
3	kgs	CWN #2	15		
4	kgs	CWN #3	15		
5	kgs	CWN #4	15		
6	gal	Solignum, colorless	5		
7	pcs	Corniza 1x4x12	10		
8	sets	Doorknob (heavy duty)	2		
9	pairs	Door hinges (50mmx101mm)	10		
10	sets	Door bolt lock	6		
11	pail	Latex Paint, Gloss White	1		
12	pail	Latex Paint, Flat White	1		
13	gal	Enamel Paint, Choco Brown	1		
14	gal	Glazing Putty	2		
15	gal	Enamel Paint, Flat Wall	3		
16	gal	Enamel Paint, gloss, QDE	3		
17	pcs	Paint Brush #2	2		
18	pcs	Roller Brush #8	2		
19	pcs	Paint Tray #10	2		
20	gal	Paint Thinner	2		
21	pcs	30cmx30cm Floor Tiles	278		
22	pcs	30cmx30cm wall tiles	952		
23	bags	Tile adhesive	16		
24	pack	Tile grout (2kg)	14		
25	bags	Portland Cement	40		
26	cu.m.	sand	3		

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27	pcs	Diamond Cutting Disc	5		
28	pcs	Notched Trowel	2		
29	pcs	4" PVC Pipe (orange)	6		
30	pcs	4" dia. PVC Elbow 90 deg.	8		
31	pcs	4" dia. PVC Tee	8		
32	pcs	2" PVC Pipe (Orange)	6		
33	pcs	4" dia. PVC Clean-out w/ Plug & Sealing	4		
34	pcs	4" x4" stainless steel floor drain	2		
35	pcs	2" dia. PVC Floor Drain P-Trap	2		
36	pcs	1/2" dia G.I. Elbow 90 deg. (HD)	16		
37	pcs	1/2' dia. G.I. Tee (HD)	15		
38	sets	Water Closet w/ Complete Fittings and Accessories (ord)	6		
39	sets	Flush Type Wall Hung Urinal with included fittings and accessories	3		
40	sets	Lavatory with faucet	4		
41	sets	Toilet Paper holder	2		
42	pcs	Bronze Faucet	8		
43	pcs	Mirror (150cmx65cm)	2		
44	m	THHN Stranded Cu. Wire 12.0mm2	20		
45	m	THHN Stranded Cu. Wire 14.0mm2	20		
46	m	Flexible Hose	20		
47	rolls	Electric Tape	2		
48	sets	Fluorescent tube Light (9wx2ft)	9		
49	pcs	Pre-Painted Currogated Roofing Sheet 0.40mm thk. (8ft long)	15		
50	pcs	Pre-painted (Currogated Roofing Sheet 0.40mm thk. (10 ft long)	17		
51	pcs	Pe painted Ridge Roll GA 24 8'	5		
52	kgs	Umbrella Nails	5		
53	pcs	2"x3"x12' good lumber	14		
54	pcs	2"x4"x12' good lumber	4		
55	pcs	Fascia Board 1"x12'x12' (good lumber)	7		
56	lm	Pre-painted flashing, GA 24 (0.701 mm)	10		
XX			TOTAL		

After having carefully read and accepted your General Condition, I / We quote you on the item at prices noted above

\_\_\_\_\_  
Supplier's Signature over Printed Name (required)

\_\_\_\_\_  
TIN No. of Establishment (required)

\_\_\_\_\_  
Contact Number (required)

\_\_\_\_\_  
Date (required)



## General Conditions

1. Quotations and other requirements stated below shall be submitted to the **Bids and Awards Committee (BAC) Office, Mindoro State University -Main Campus, Alcate, Victoria, Oriental Mindoro**, Philippines on the date and time stated in this RFQ.
2. Supplier shall submit the following requirements:
  - a. Duly signed original copy of Request for Quotation (RFQ). Prices shall be quoted in Philippine Pesos.
  - b. PhilGEPS Registration (Updated and w/ CTC)
  - c. Valid Mayor's/Business Permit (Updated and w/ CTC)
  - d. Notarized Omnibus Sworn Statement
  - e. BIR Certificate of Registration (Updated and Original or CTC)
  - f. Latest Income/Business Tax Return (Updated and Original or CTC)
  - g. TAX Clearance (Updated and Original or CTC)
  - h. DTI Registration/SEC Certificate (Updated and Original or CTC)
  - i. Original Brochures or certificates of the items offered showing its performance characteristics or specifications, (required)
  - j. Price validity shall be 30 calendar days from the deadline of submission of quotation.

## Ocular Inspection

Upon the decision of the End-User and BAC, the supplier and its concerned premises may be subjected to ocular inspection and approval by the End-User and/or TWG Inspections of the BAC prior to the award.

## Award

The supplier that submitted the lowest calculated responsive quotation, and passed the inspection conducted by the End-User and BAC prior to the event, if any, shall be awarded the contract.

## Evaluation of Quotations

Quotations shall be compared and evaluated on the basis of the following criteria:

1. Completeness of Submission
2. Compliance with Item & Description Requirements
3. Price

## Instructions

1. Supplier shall be responsible for the source(s) of its goods/services/equipment, and which shall be in accordance with the schedule and specifications of the RFQ or contract. Failure of the supplier to comply with this provision shall be ground for cancellation of the award or purchase order issued to the supplier.
2. Supplier that accepted an award, purchase order, or contract but failed to deliver the required goods/services/equipment within the time called for in the award, purchase order, or contract shall be disqualified from participating in MinSU or any of MinSU campuses future procurement activities. This is without prejudice to the imposition of other sanctions prescribed under R.A. 9184 and its IRR-A against the supplier.
3. All duties, excise, and other taxes and revenue charges shall be paid by the supplier.
4. All transactions are subject to withholding of credible Government Taxes per revenue regulation(s) of the Bureau of Internal Revenue

## Liquidation Damages

A penalty of one-tenth of one percent (0.001) of the total value of the undelivered goods/services/equipment shall be charged as liquidated damages for every day of delay of the delivery of the purchased goods/services/equipment.

## Warranty

Supplier warrants that all goods/services/equipment to be provided are of acceptable industry standard.

## Payment

Payment shall be made only upon a certification by the Head of the Procuring Entity to the effect that the GOODS have been rendered or delivered in accordance with the terms of this Contract and have been duly inspected and accepted.