



Republic of the Philippines  
Office of the President

PHILIPPINE SPORTS COMMISSION



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## REQUEST FOR QUOTATION

Date: September 20, 2023  
P.R. No. ADMIN-2023-07-21-003

Name of Company: \_\_\_\_\_

Address: \_\_\_\_\_

Name of Store/ Shop: \_\_\_\_\_

Address: \_\_\_\_\_

TIN: \_\_\_\_\_

PhilGEPS Registration Number: \_\_\_\_\_

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The **Philippine Sports Commission**, through its Bids and Awards Committee, intends to procure the **Supply and Delivery of Various Materials for the Repair of IGS Office located at Admin Building (RMSC)** accordance with **Section 53.9 Small Value Procurement** of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184.

Please quote your best offer for the item described herein, subject to the Terms and Conditions provided at the last page of this RFQ. Submit your quotation duly signed by you or your duly authorized representative **not later than September 23, 2023 at 10:00 AM**. A copy of your 2023 Mayor's/Business Permit and valid PhilGeps number is also required to be submitted along with your quotation/proposal, directly to the Bids and Awards Committee Office located at Room 207, Administration Building, RMSC, P. Ocampo Sr. St., Malate Manila. Quotations must be properly labeled with reference number on the project offered. In case the deadline falls on a non-working day, legal holiday, or special non-working holiday the deadline shall be on the next working day.

For any clarification, you may contact us at Telephone Nos. 8 525-0808/8 523-9831 loc.143, 175 or email address [pscprocurement@yahoo.com](mailto:pscprocurement@yahoo.com), [procurementfor2018@gmail.com](mailto:procurementfor2018@gmail.com) and copy [bac@psc.gov.ph](mailto:bac@psc.gov.ph)

  
**DIR. PAULO FRANCISCO C. TATAD**  
BAC Chairman  
Bids and Awards Committee

INSTRUCTIONS:

- (1) Accomplish this RFQ correctly and accurately
- (2) Do not alter the contents of this form in any way.
- (3) All Technical Specifications are mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotation.
- (4) Failure to follow these instructions will disqualify your entire quotation.

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

TECHNICAL SPECIFICATIONS:	Statement of Compliance		
	YES	NO	REMARKS
PROJECT NAME: <b>Supply and Delivery of Various Materials for the Repair of IGS Office located at Admin Building (RMSC)</b>			
<b>Item 1</b>			
Fiber Cement Board (Branded), 1/4" thk. x 4' (W) x 8'(L) – 15 pcs			
<b>Item 2</b>			
Riveter (Heavy Duty), 3/16" dia. – 2 pcs			
<b>Item 3</b>			
Blind Rivet, 1/8" (dia) x 1/2" (L) – 1 box			
<b>Item 4</b>			
Drill Bit, 1/8" (dia) – 4 pcs			
<b>Item 5</b>			
Steel Blade, #24 (Jigsaw Blade for metal) – 2 pcs			
<b>Item 6</b>			
Steel Cutting Disc, 4" (dia) – 4 pcs			
<b>Item 7</b>			
Metal Stud, 2" (W) x 4" (H) x 20' (L) – 25 pcs			
<b>Item 8</b>			
Metal Tracks, 2" (W) x 4" (H) x 20' (L) – 10 pcs			
<b>Item 9</b>			
Metal Screw Self-Boring, 1/2" (L) – 1000 pcs			
<b>Item 10</b>			
Metal Screw Self-Boring, 1" (L) – 1000 pcs			
<b>Item 11</b>			
Metal Screw Self-Boring, 1 1/2" (L) – 1000 pcs			
<b>Item 12</b>			
Concrete Drill Bit, 1/8" (dia) – 4 pcs			
<b>Item 13</b>			
Pointed Black Screw, 1 1/2" (L) – 100 pcs			
<b>Item 14</b>			
Pointed Black Screw, 2" (L) – 100 pcs			
<b>Item 15</b>			
Pointed Black Screw, 3" (L) – 100 pcs			
<b>Item 16</b>			
Marine Plywood, 3/4" thk x 4' (W) x 8' (L) – 3 pcs			
<b>Item 17</b>			
***more on the next page***			

Marine Plywood, 1/2" thk x 4' (W) x 8' (L) – 2 pcs			
<b>Item 18</b>			
Piano Hinges w/ Screw, 1" (W) x 10 ft (length) – 2 pcs			
<b>Item 19</b>			
Flat Latex, White – 2 tins			
<b>Item 20</b>			
Semi-Gloss, White – 2 tins			
<b>Item 21</b>			
Paint Roller, 7" – 9 pcs			
<b>Item 22</b>			
Paint Brush, 1" – 6 pcs			
<b>Item 23</b>			
Fiberglass Mesh Tape, 50mm x 100ft (L) – 5 pcs			
<b>Item 24</b>			
Skim Coat, White, 20kg/bag – 2 bags			
<b>Item 25</b>			
Acri Color, Lamp Black - 1 liter			
<b>Item 26</b>			
Sanding Paper, #100 – 30 pcs			
<b>Item 27</b>			
Estopa Rags – 3 kg			
<b>Item 28</b>			
Acri Color, Thalo Blue – 2 liter			
***nothing follows***			
<b>Delivery Requirement:</b>			
Can deliver within Seven (7) Calendar days			

**FINANCIAL OFFER:**

Please quote your **best offer** for the items below. Please do not leave any blank items. Indicate "0" if item being offered is for free.

<b>Supply and Delivery of Various Materials for the Repair of IGS Office located at Admin Building (RMSC)</b>			
Approved Budget for Contract	Quantity in Pc and Set (A)	Offered Price per Pc and Set (B)	Your Total Offered Quotation (A x B)
<b>Item 1 Nine Thousand Pesos (PhP 9,000.00)</b>	15 pcs		In Figures: _____
<b>Item 2 Eight Hundred Pesos (PhP 800.00)</b>	2 pcs		In Figures: _____
<b>Item 3 Two Hundred Twenty Pesos (PhP 220.00)</b>	1 box		In Figures: _____

<b>Item 4</b> <b>Two Hundred Forty Pesos</b> <b>(PhP 240.00)</b>	4 pcs		In Figures: _____
<b>Item 5</b> <b>One Hundred Ten Pesos</b> <b>(PhP 110.00)</b>	2 pcs		In Figures: _____
<b>Item 6</b> <b>Three Hundred Sixty</b> <b>Pesos</b> <b>(PhP 360.00)</b>	4 pcs		In Figures: _____
<b>Item 7</b> <b>Three Thousand Seven</b> <b>Hundred Fifty Pesos</b> <b>(PhP 3,750.00)</b>	25 pcs		In Figures: _____
<b>Item 8</b> <b>One Thousand Five</b> <b>Hundred Pesos</b> <b>(PhP 1,500.00)</b>	10 pcs		In Figures: _____
<b>Item 9</b> <b>Eight Hundred Pesos</b> <b>(PhP 800.00)</b>	1000 pcs		In Figures: _____
<b>Item 10</b> <b>One Thousand Pesos</b> <b>(PhP 1,000.00)</b>	1000 pcs		In Figures: _____
<b>Item 11</b> <b>One Thousand Five</b> <b>Hundred Pesos</b> <b>(PhP 1,500.00)</b>	1000 pcs		In Figures: _____
<b>Item 12</b> <b>Two Hundred Pesos</b> <b>(PhP 200.00)</b>	4 pcs		In Figures: _____
<b>Item 13</b> <b>One Hundred Pesos</b> <b>(PhP 100.00)</b>	100 pcs		In Figures: _____
<b>Item 14</b> <b>Two Hundred Pesos</b> <b>(PhP 200.00)</b>	100 pcs		In Figures: _____
<b>Item 15</b> <b>Three Hundred Pesos</b> <b>(PhP 300.00)</b>	100 pcs		In Figures: _____
<b>Item 16</b> <b>Four Thousand Eight</b> <b>Hundred Pesos</b> <b>(PhP 4,800.00)</b>	3 pcs		In Figures: _____

Item 17 One Thousand Nine Hundred Pesos (PhP 1,900.00)	2 pcs		In Figures: _____
Item 18 Three Hundred Pesos (PhP 300.00)	2 pcs		In Figures: _____
Item 19 Five Thousand Pesos (PhP 5,000.00)	2 tins		In Figures: _____
Item 20 Five Thousand Seven Hundred Pesos (PhP 5,700.00)	2 tins		In Figures: _____
Item 21 Six Hundred Seventy Five Pesos (PhP 675.00)	9 pcs		In Figures: _____
Item 22 One Hundred Twenty Pesos (PhP 120.00)	6 pcs		In Figures: _____
Item 23 Seven Hundred Fifty Pesos (PhP 750.00)	5 pcs		In Figures: _____
Item 24 Nine Hundred Sixty Pesos (PhP 960.00)	2 bags		In Figures: _____
Item 25 One Hundred Thirty Five Pesos (PhP 135.00)	1 liter		In Figures: _____
Item 26 Four Hundred Fifty Pesos (PhP 450.00)	30 pcs		In Figures: _____
Item 27 Two Hundred Seventy Pesos (PhP 270.00)	3 kg		In Figures: _____
Item 28 Three Hundred Pesos (PhP 300.00)	2 liter		In Figures: _____

<b>Grand Total:</b> <b>Forty One Thousand Four</b> <b>Hundred Forty Pesos</b> <b>(PhP 41,440.00)</b>	<b>Total Offered Quotation</b>	In Words:
		In Figures:

**TERMS AND CONDITIONS:**

- 1) Bidders shall provide correct and accurate information required in this form.
- 2) Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
- 3) Price quotation/s, to be denominated in the Philippine Peso shall include all taxes, duties and/or levies payable.
- 4) Quotations exceeding the Approved Budget for the Contract shall be rejected.
- 5) 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.
- 6) Any interlineations, erasures or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative/s.
- 7) The item/s shall be delivered according to the requirements specified in the Technical Specifications.
- 8) The PSC shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
- 9) In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the PSC shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
- 10) Payment shall be made after delivery and upon the submission of the required supporting documents, i.e., Order Slip and/or Billing statement, by the supplier, contractor or consultant.
- 11) 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 PSC 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.

\_\_\_\_\_  
Signature over Printed Name

\_\_\_\_\_  
Position/Designation

\_\_\_\_\_  
Office Telephone/Fax/Mobile Nos.

\_\_\_\_\_  
E-Mail Address/es