



Republic of the Philippines
Office of the President
PHILIPPINE SPORTS COMMISSION



REQUEST FOR QUOTATION

Date: January 29, 2025
P.R. No. ADMIN-2024-12-19-001

Name of Company: _____

Address: _____

Name of Store/ Shop: _____

Address: _____

TIN: _____

PhilGEPS Registration Number: _____

The **Philippine Sports Commission**, through its Bids and Awards Committee, intends to procure the **Supply and Delivery of Various Materials for the New Cabinets and Shelves of Legal Affairs Office in 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 February 1, 2025 at 5:00 PM.** A copy of the following documents is required to be submitted, directly to the Bids and Awards Committee Office located at Room 207, Administration Building, RMSC, P. Ocampo Sr. St., Malate Manila:

- A. PHILGEPS Registration or PHILGEPS Certificate
- B. Omnibus Sworn Statement (notarized)
- C. 2025 Mayor's/Business Permit

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 No. 8 523-9831 loc.143 or email address pscprocurement@yahoo.com, procurement@psc.gov.ph and copy bac@psc.gov.ph


DIR. PAULO FRANCISCO C. TATAD
BAC Chairperson
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:			
Supply and Delivery of Various Materials for the New Cabinets and Shelves of Legal Affairs Office in RMSC			
Item 1			
Marine Plywood, 4' (W) x 8' (L), 3/4" – 15 pcs			
Item 2			
Marine Plywood, 4' (W) x 8' (L), 1/4" – 6 pcs			
Item 3			
Hook and Eye, #2" L – 20 pcs			
Item 4			
Drawer Lock, Size: #12 – 16 pcs			
Item 5			
Stainless Drawer Handle, #16" L – 16 pcs			
Item 6			
Hydraulic Concealed Hinges, Inset – 30 pcs			
Item 7			
Magnetic Catches, #2 (40pcs/box) – 1 box			
Item 8			
Pointed Black Screw, # 1 1/2" L, (1000 pcs/box) – 1 box			
Item 9			
Pointed Black Screw, # 3" L, (500pcs/box) – 1 box			
Item 10			
Pointed Black Screw, # 1" L, (1000pcs/box) – 1 box			
Item 11			
Wood Edging, 1/2" thk x 1" W x 12' L – 20 pcs			
Item 12			
Good Lumber KD, 2" thk x 2" W x 12' L – 10 pcs			
Item 13			
Finishing Nail, 1" L – 2 kls			
Item 14			
Finishing Nail, 1 1/2" L – 2 kls			
Item 15			
Finishing Nail, 2" L – 2 kls			
Item 16			
Finishing Nail, 2 1/2" L – 2 kls			
Item 17			
more on next page			

Concealed Forstner Bit, Size: 35mm – 2 pcs			
Item 18			
Screw Bit, Size: 6.35mm x 65mm – 5 pcs			
Item 19			
Concealed Forstner Guide – 2 pcs			
Item 20			
Flat Wall Enamel, White – 1 tin			
Item 21			
Roller Brush, #4" W – 4 pcs			
Item 22			
Paint Brush, #2" W – 4 pcs			
Item 23			
Pollytuff with Hardener – 1 gal			
Item 24			
Plasolux Glazing Putty, (Branded) – 2 gals			
Item 25			
Paint Thinner – 3 gals			
Item 26			
Sand Paper, #80 -20 pcs			
Item 27			
Sand Paper, #240 – 10 pcs			
Item 28			
Quick Dry Enamel, White – 1 tin			
Item 29			
Quick Dry Enamel, Black – 1 gal			
Item 30			
Masking Tape, 3/4" W – 5 pcs			
Item 31			
Estopa Rags, Round – 2 kls			
nothing follows			
Delivery Requirement:			
Can deliver within Fifteen (15) 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.

Supply and Delivery of Various Materials for the New Cabinets and Shelves of Legal Affairs Office in RMSC			
Approved Budget for Contract	Quantity in pc,gal, tin kils (A)	Offered Price per pc,gal, tin, kls (B)	Your Total Offered Quotation (A x B)
Item 1 Twenty Seven Thousand Seven Hundred Fifty Pesos (Php 27,750.00)	15 pcs		In Figures: _____

Item 2 Four Thousand Eighty Pesos (PhP 4,080.00)	6 pcs		In Figures: <hr/>
Item 3 Two Hundred Pesos (PhP 200.00)	20 pcs		In Figures: <hr/>
Item 4 Three Thousand Two Hundred Eighty Pesos (PhP 3,280.00)	16 pcs		In Figures: <hr/>
Item 5 Two Thousand Four Hundred Pesos (PhP 2,400.00)	16 pcs		In Figures: <hr/>
Item 6 Two Thousand Four Hundred Pesos (PhP 2,400.00)	30 pcs		In Figures: <hr/>
Item 7 One Thousand One Hundred Pesos (PhP 1,100.00)	1 box		In Figures: <hr/>
Item 8 Nine Hundred Fifty Pesos (PhP 950.00)	1 box		In Figures: <hr/>
Item 9 One Thousand Fifty Pesos (PhP 1,050.00)	1 box		In Figures: <hr/>
Item 10 Seven Hundred Fifty Pesos (PhP 750.00)	1 box		In Figures: <hr/>
Item 11 Two Thousand One Hundred Pesos (PhP 2,100.00)	20 pcs		In Figures: <hr/>

Item 12 Five Thousand Two Hundred Pesos (PhP 5,200.00)	10 pcs		In Figures: <hr/>
Item 13 Two Hundred Pesos (PhP 200.00)	2 kls		In Figures: <hr/>
Item 14 Two Hundred Pesos (PhP 200.00)	2 kls		In Figures: <hr/>
Item 15 Two Hundred Pesos (PhP 200.00)	2 kls		In Figures: <hr/>
Item 16 Two Hundred Pesos (PhP 200.00)	2 kls		In Figures: <hr/>
Item 17 Two Hundred Fifty Pesos (PhP 250.00)	2 pcs		In Figures: <hr/>
Item 18 Three Hundred Fifty Pesos (PhP 350.00)	5 pcs		In Figures: <hr/>
Item 19 Two Hundred Fifty Pesos (PhP 250.00)	2 pcs		In Figures: <hr/>
Item 20 Three Thousand Six Hundred Sixty Pesos (PhP 3,660.00)	1 tin		In Figures: <hr/>
Item 21 Two Hundred Twenty Pesos (PhP 220.00)	4 pcs		In Figures: <hr/>

Item 22 One Hundred Sixty Pesos (PhP 160.00)	4 pcs		In Figures: _____
Item 23 Eight Hundred Seventy Pesos (PhP 870.00)	1 gal		In Figures: _____
Item 24 One Thousand Six Hundred Forty Pesos (PhP 1,640.00)	2 gals		In Figures: _____
Item 25 One Thousand Three Hundred Fifty Pesos (PhP 1,350.00)	3 gals		In Figures: _____
Item 26 Three Hundred Sixty Pesos (PhP 360.00)	20 pcs		In Figures: _____
Item 27 One Hundred Eighty Pesos (PhP 180.00)	10 pcs		In Figures: _____
Item 28 Four Thousand One Hundred Thirty Pesos (PhP 4,130.00)	1 tin		In Figures: _____
Item 29 Seven Hundred Ninety Five Pesos (PhP 795.00)	1 gal		In Figures: _____
Item 30 Seven Hundred Ninety Five Pesos (PhP 225.00)	5 pcs		In Figures: _____
Item 31 One Hundred Seventy Pesos (PhP 170.00)	2 kls		In Figures: _____

Grand Total: Sixty Six Thousand Six Hundred Seventy Pesos (PhP 66,670.00)	Total Offered Quotation	In Words: <hr/> <hr/> <hr/>
		In Figures: <hr/>

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