



Republic of the Philippines
Office of the President

PHILIPPINE SPORTS COMMISSION



REQUEST FOR QUOTATION

RFQ NO. (Reference under Purchase Request No.): ADMIN-2025-07-10-001
July 28, 2025

The **PHILIPPINE SPORTS COMMISSION** intends to procure the “**Supply and Delivery of Various Materials for the Repair of Pontoon and Rowing Gym located at La Mesa Dam, Quezon City**” with an Approved Budget for the Contract of **Forty Six Thousand Two Hundred Eighty Three Pesos and Seventy Five Centavos (PhP 46,283.75)** through **Small Value Procurement** pursuant to Section 34 of the Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 12009.

Please submit your duly signed Quotation Form including the Terms and Conditions (Annex A) together with the following documents on or before **05:00 PM of 31 July 2025**:

- a. PhilGEPS Registration Number/Certificate
- b. 2025 Mayor's/Business Permit

We highly encouraged interested suppliers to use the Quotation Form provided to minimize errors or omissions of the required mandatory provisions. If the quotation form will be reproduced/retyped, please ensure that all mandatory requirements/provisions are included. Missing requirements/provisions and non-submission of the terms and conditions shall render the submission ineligible or disqualified.

Quotations may be submitted physically at the address given below:

BAC SECRETARIAT OFFICE

Room 209, Philippine Sports Commission, Administrative Building,
RMSC, P. Ocampo Sr. St., Malate, Manila

Quotations, including documentary requirements, received after the deadline shall not be accepted.

The Head of the Procuring Entity (HOPE) of the Philippine Sports Commission reserves the right to reject any and all quotations, declare a failure of procurement, or not award the contract at any time prior to contract award in accordance with Section 70 of the IRR of RA No. 12009, without thereby incurring any liability to the affected bidder or bidders.

For any clarification, you may contact **Ms. Caroline S. Tobias, Head BAC Secretariat** at telephone number **8523-9831** or send email at bac@psc.gov.ph.


DR. CHRISTOPHER B. GACUTAN
BAC Vice-Chairperson



ANNEX A

TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
3. Price quotation/s must be valid for a period of **FORTY-FIVE (45) calendar days** from the deadline of submission.
4. Price quotation/s, to be denominated in Philippine peso, shall include all taxes, duties, and/or levies payable.
5. **Quotations exceeding the Approved Budget for the Contract shall be rejected.**
6. 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.
7. Award of contract shall be made to the lowest quotation which complies with the technical specifications, requirements and other terms and conditions stated herein.
8. The item/s shall be delivered according to the accepted offer of the bidder.
9. Item/s delivered shall be inspected on the scheduled date and time of the PSC. The delivery of the item/s shall be acknowledged upon the delivery to confirm the compliance with the technical specifications.
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. Our Government Servicing Bank, i.e., the Land Bank of the Philippines, shall credit the amount due to the identified bank account of the supplier, contractor, or consultant not earlier than twenty-four (24) hours, but not later than forty- eight (48) hours, upon receipt of our advice. Please note that the corresponding bank transfer fee, if any, shall be chargeable to the account of 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 may terminate 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.
12. The Procuring Entity may cancel or terminate the contract at any time in accordance with the grounds provided under RA No. 12009 and its IRR.
13. The RFQ, Purchase Order (PO), and other related documents for the above-stated Procurement projects shall be deemed to form part of the contract.



Date _____

THE BIDS AND AWARDS COMMITTEE

Philippine Sports Commission
Room 209, Administration Building, RMSC
P. Ocampo Sr., St., Malate, Manila

Sir/Madam:

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

Minimum Technical Specifications	Quantity	Statement of Compliance (Please state "Comply" or "Not Comply" for each requirement/specification)
Item 1		
Bolt and Nut – 300 pcs		
1.5" (H) Stainless		
Item 2		
Drill Bit – 20 pcs		
# 12 ø mm		
Item 3		
Drill Bit – 5 pcs		
# ¼ ø mm		
Item 4		
Welding Rod for Metal – 2 boxes		
Item 5		
Epoxy Primer – 2 gals		
Item 6		
Acrylic Thinner – 2 gals		
Item 7		
Paint Thinner – 2 gals		
Item 8		
Flush Wooden Door – 3 pcs		
Size: 80cm (W) x 210 cm(H)		
Item 9		
Fiber Cement Board – 3 pcs		
Size: ¼" 4' (W) x 8'(H)		
Item 10		
Door Knob – 3 pcs		
Heavy Duty		
Item 11		
more on next page		



Tubular Pipe – 2 pcs		
Size: 2" (W) x 3" (H), 2mm thk		
Item 12		
Flat Latex Paint – 2 tins		
Color: White		
Item 13		
Semi-Gloss Latex – 2 tins		
Color: White		
Item 14		
Quick Dry Enamel – 2 tins		
Color: Black		
Item 15		
Baby Roller, 4" – 3 pcs		
Item 16		
Paint Roller, 7" (H) with Tray – 2 pcs		
Item 17		
Estopa Rags, Round – 5 kgs		
*** nothing follows ***		
Delivery Requirement:		
Can deliver within Seven (7) calendar days		

FINANCIAL OFFER:

Other Supplies and Materials not available in PS-DBM			
Approved Budget for the Contract:			
Forty Six Thousand Two Hundred Eighty Three Pesos and Seventy Five Centavos (PhP 46,283.75)			
Items	Quantity (A)	Offered Price per Unit (B)	Total Offered Price per Item (A x B)
Item 1			
Bolt and Nut	300 pcs		
Item 2			
Drill Bit	20 pcs		
Item 3			
Drill Bit	5 pcs		
Item 4			
Welding Rod for Metal	2 boxes		
Item 5			
Epoxy Primer	2 gals		
Item 6			
Acrylic Thinner	2 gals		
Item 7			
Paint Thinner	2 gals		
Item 8			
Flush Wooden Door	3 pcs		
Item 9			
Fiber Cement Board	3 pcs		
more on next page			



Item 10			
Door Knob	3 pcs		
Item 11			
Tubular Pipe	2 pcs		
Item 12			
Flat Latex Paint	2 tins		
Item 13			
Semi-Gloss Latex	2 tins		
Item 14			
Quick Dry Enamel	2 tins		
Item 15			
Baby Roller	3 pcs		
Item 16			
Paint Roller	2 pcs		
Item 17			
Estopa Rags	5 kgs		
*** nothing follows ***			
TOTAL OFFERED QUOTATION	In Words:		
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	In Figures:		
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Signature over Printed Name

Position/Designation

Office Telephone/Fax/Mobile No.

Email address/es