



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

REQUEST FOR QUOTATION

The Department of Budget and Management (DBM), through its Administrative Service (AS), will undertake a Small Value Procurement for the "Maintenance Supplies for 3rd Quarter" in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

- Name of Project** : "Maintenance Supplies for 3rd Quarter"
- Approved Budget for** : "Five Hundred Thousand Pesos" (Php 500,000)
- Specifications** : See the attached Annex "A" for specifications
- Location** : G/F DBM Building III, Gen. Solano St., San Miguel, Manila
- Delivery Term** : Delivery date shall be on August 23, 2018

Interested suppliers are required to submit their valid and current Mayor's Permit, 2017 Income/Business Tax Return, PhilGEPS Registration Number, Omnibus Sworn Statement, and price quotation form (Annex "A") during submission of offer/quotation.

Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated above and other terms and conditions stated in the price quotation form.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative/s.

Submission of quotation and eligibility documents is on or before 10:00 a.m. of **August 22, 2018** at the Administrative Service, Ground Floor, DBM Bldg. III, Gen. Solano St., San Miguel, Manila. Open submission may be submitted, manually or through facsimile at fax no. 735-1957.

For inquiry, you may contact us at tel. nos. 657-3300 local 3115 / 3117.

Very truly yours,


THEA MARIE CORINNE F. PALARCA
OIC-Director, Administrative Service MAP

PRICE QUOTATION FORM

Date: _____

The Administrative Service
 Department of Budget and Management
 Ground Floor, DBM Bldg. III, Gen. Solano Street,
 San Miguel, Manila

Sir/Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the item/s as follows:

Description	Specification	Quantity	Unit Price	Total Price
Maintenance Supplies for 3rd Quarter	<u>Supply and Delivery of Painting Supplies for the Perimeter Fence</u>			
	Semi-Gloss Latex White	10 pails		
	Quick Drying Enamel Black	16 gallons		
	Paint Thinner	2 pails		
	Steel Brush	10 pieces		
	Paint Roller, 7" with Thread and Handle	6 sets		
	Paint Brush, 3"	6 pieces		
	Paint Brush, 1"	10 pieces		
	<u>Supply and Delivery of Materials for the Restoration of Tiles at DBM Building III</u>			
	Cement, Portland, 40kg.	20 bags		
	Sand, Sieved	50 sacks		
	Tile Adhesive, Ceramic	10 sacks		
	Tile Grout, White	2 sacks		
	Concrete Nails, #2	1 kilo		
	Concrete Nails, #3	1 kilo		
	Tansi	1 roll		
	<u>Supply and Delivery of 3rd Quarter Painting Supplies</u>			
	Gypsum Putty	5 gallons		
	Semi-Gloss Latex White (Odorless)	15 pails		
	Flat Latex (Odorless)	13 pails		
	Valspar Finish	5 gallons		
	Hanza Yellow, Latex (Acry Color)	4 quarts		
	Raw Sienna, Latex (Acry Color)	4 quarts		
	Lamp Black, Latex (Acry Color)	4 quarts		
	Venetian Red, Latex (Acry Color)	2 quarts		
	Hanza Yellow, Tinting Color	5 pints		
	Burnt Sienna, Tinting Color	2 pints		
	Venetian Red, Tinting Color	2 pints		

	Paint Roller with Thread, 7" Baby Roller with Handle Paint Brush, 1" Paint Brush, 2" Paint Brush, 3" Cotton Rags Floor Sanding #100	6 sets 6 pieces 6 pieces 6 pieces 10 kilos 10 meters		
	<u>Supply and Delivery of Various Maintenance Supplies</u> Angular Steel Bar 1 ½" x 1 ½" x 3/16" x 20 ft. Steel Round Bar, 8mm x 20 ft. Steel Flat Bar 2" x 3/16" x 20ft. Welding Holder, Heavy Duty Welding rod, 6013, 3/32", Heavy Duty Welding Gloves Welding Goggles Dyna Bolt 1 1/2" with screw Grinding Disk for cutting 5" Grinding Disk for sandering 5" Metal Cut off wheel 14" Face Mask Safety Goggles Metal Drill Bit 6mm Metal Drill Bit 8mm Metal Drill Bit 10mm Metal Drill Bit 12mm Cotton Gloves Concrete Drill Bit 3mm Concrete Drill Bit 4mm Concrete Drill Bit 6mm Concrete Drill Bit 8mm Concrete Drill Bit 10mm Concrete Drill Bit 12mm GI Wire #16 Nylon Rope 16mm Quick Drying Enamel (for confirmation) Red Lead Primer Paint Brush 1 1/2" Floor Sanding #100 3M Cotton Rags Paint Thinner Steel Brush	200 pieces 100 pieces 100 pieces 2 pieces 15 kilos 3 pairs 3 pieces 800 sets 30 disks 10 disks 15 disks 20 pieces 10 pieces 10 pieces 5 pieces 5 pieces 5 pieces 5 pieces 10 pairs 10 pieces 10 pieces 5 pieces 5 pieces 3 pieces 3 pieces 5 kilos 35 meters 30 gallons 15 gallons 10 pieces 10 metes 10 kilos 3 pails 5 pieces		
* Inclusive of Delivery and Installation				
Total (inclusive of VAT)				

(Amount in Words) _____

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

Name/Signature of Representative

Name of Company

Contact No.

TECHNICAL SPECIFICATIONS

Item	Technical Specifications	STATEMENT OF COMPLIANCE
	<p>Maintenance Supplies for 3rd Quarter</p>	
	<p><u>Supply and Delivery of Painting Supplies for the perimeter fence</u> 10 pails of Semi-Gloss Latex White 16 gallons of Quick Drying Enamel Black 2 pails of Paint Thinner 10 pieces of Steel Brush 6 sets of Paint Roller, 7" with Thread and Handle 6 pieces of Paint Brush, 3" 10 pieces of Paint Brush, 1"</p> <p><u>Supply and Delivery of Materials for the Restoration of Tiles at DBM Building III</u> 20 bags of Cement, Portland, 40kg. 50 sacks of Sand, Sieved 10 sacks of Tile Adhesive, Ceramic 2 sacks of Tile Grout, White 1 kilo of Concrete Nails, #2 1 kilo of Concrete Nails, #3 1 roll of Tansi</p> <p><u>Supply and Delivery of 3rd Quarter Painting Supplies</u> 5 gallons of Gypsum Putty 15 pails of Semi-Gloss Latex White (odorless) 13 pails of Flat Latex (odorless) 5 gallons of Valspar Finish 4 quarts of Hanza Yellow, Latex, Acry Color 4 quarts of Raw Sienna, Latex, Acry Color 4 quarts of Lamp Black, Latex, Acry Color 2 quarts of Venetian Red, Latex, Acry Color 5 pints of Hanza Yellow, Tinting Color 2 pints of Burnt Sienna, Tinting Color 2 pints of Venetian Red, Tinting Color 6 sets of Paint Roller with Thread, 7" 6 pieces of Baby Roller with Handle 6 pieces of Paint Brush, 1" 6 pieces of Paint Brush, 2" 6 pieces of Paint Brush, 3" 10 kilos of Cotton Rags 10 meters of Floor Sanding #100</p>	

	<p><u>Supply and Delivery of Various Maintenance Supplies</u></p> <p>200 pieces of Angular Steel Bar 1 ½" x 1 ½" x 3/16" x 20 ft. 100 pieces of Steel Round Bar, 8mm x 20 ft. 100 pieces of Steel Flat Bar 2" x 3/16" x 20ft. 2 pieces of Welding Holder, Heavy Duty 15 kilos of Welding rod, 6013, 3/32", Heavy Duty 3 pairs of Welding Gloves 3 pieces of Welding Goggles 800 sets of Dyna Bolt 1 1/2" with screw 30 disks of Grinding Disk for cutting 5" 10 disks of Grinding Disk for sandering 5" 15 disks of Metal Cut off wheel 14" 20 pieces of Face Mask 10 pieces of Safety Goggles 10 pieces of Metal Drill Bit 6mm 5 pieces of Metal Drill Bit 8mm 5 pieces of Metal Drill Bit 10mm 5 pieces of Metal Drill Bit 12mm 10 pairs of Cotton Gloves 10 pieces of Concrete Drill Bit 3mm 10 pieces of Concrete Drill Bit 4mm 5 pieces of Concrete Drill Bit 6mm 5 pieces of Concrete Drill Bit 8mm 3 pieces of Concrete Drill Bit 10mm 3 pieces of Concrete Drill Bit 12mm 5 kilos of GI Wire #16 35 meters Nylon Rope 16mm 30 gallons Quick Drying Enamel (for confirmation) 15 gallons of Red Lead Primer 10 pieces of Paint Brush 1 ½" 10 pieces of Floor Sanding #100 3M 10 kilos of Cotton Rags 3 pails of Paint Thinner 5 pieces of Steel Brush</p>	
* Inclusive of Delivery and Installation		

I hereby certify to comply with all the above Technical Specifications.

Name of Company/Bidder

Signature over Printed Name of Representative

Date

SCHEDULE OF REQUIREMENTS

Item	SCHEDULE OF REQUIREMENTS	Quantity	Contract Duration
	The Bidder/Supplier shall provide the following needed for the project:		
A	Maintenance Supplies for 3rd Quarter	1 Lot	Delivery Date shall be on August 23, 2018

I hereby certify to comply and deliver all the above requirements.

Name of Company/Bidder

Signature over Printed Name of Representative

Date

Omnibus Sworn Statement

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, *[Name of Affiant]*, of legal age, *[Civil Status]*, *[Nationality]*, and residing at *[Address of Affiant]*, after having been duly sworn in accordance with law, do hereby depose and state that:

1. **Select one, delete the other:**

If a sole proprietorship: I am the sole proprietor of *[Name of Bidder]* with office address at *[address of Bidder]*;

If a partnership, corporation, cooperative, or joint venture: I am the duly authorized and designated representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

2. **Select one, delete the other:**

If a sole proprietorship: As the owner and sole proprietor of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to represent it in the bidding for *[Name of the Project]* of the *[Name of the Procuring Entity]*;

If a partnership, corporation, cooperative, or joint venture: I am granted full power and authority to do, execute and perform any and all acts necessary and/or to represent the *[Name of Bidder]* in the bidding as shown in the attached *[state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate issued by the corporation or the members of the joint venture)]*;

3. *[Name of Bidder]* is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board;
4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
5. *[Name of Bidder]*s authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;
6. **Select one, delete the rest:**

If a sole proprietorship: I am not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a partnership or cooperative: None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a corporation or joint venture: None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the following responsibilities as a Bidder:
 - a) Carefully examine all of the Bidding Documents;
 - b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
 - c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d) Inquire or secure Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

IN WITNESS WHEREOF, I have hereunto set my hand this __ day of __, 20__ at _____, Philippines.

Bidder's Representative/Authorized Signatory

SUBSCRIBED AND SWORN to before me this __ day of *[month]* *[year]* at *[place of execution]*, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No.02-8-13-SC). Affiant/s exhibited to me his/her *[insert type of government*

identification card used], with his/her photograph and signature appearing thereon, with no. _____ and his/her _____ No. _____ issued on _____ at _____.

Witness my hand and seal this ____ day of *[month]* *[year]*.

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. __, *[date issued]*, *[place issued]*

IBP No. __, *[date issued]*, *[place issued]*

Doc. No. ____

Page No. ____

Book No. ____

Series of ____