



**REQUEST FOR QUOTATION**

PR No. : \_\_\_\_\_

DATE : \_\_\_\_\_

JO No. : 0921-0006

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

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

Business Permit No: \_\_\_\_\_

TIN No.: \_\_\_\_\_

Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided at the dorsal portion of this Request for Quotation. Submit your quotation duly signed by you or your duly authorized representative not later than \_\_\_\_\_, 2021.

SINKY P. MORENO  
 Procurement Assistant A

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

ITEM #	ITEM DESCRIPTION	Approved Budget of the contract	OFFER						
			PRICE				Compliance with technical specifications		REMARKS
			QTY.	UNIT	UNIT PRICE	TOTAL	YES	NO	
	Php: 467,002.50 1 LOT HIRING OF CONTRACTOR FOR THE CONSTRUCTION OF LTPF 3 STAFFHOUSE PROJECT  SPECIFICATIONS: - LABOR AND MATERIALS (SEE ATTACHED LIST OF MATERIALS) - BASED ON APPROVED DETAILED PLAN, ANY DEVIATION MUST BE CONFORMED BY PROJECT FACILITATOR - INCLUDES GLASSWORKS AND TINWORKS - CONSTRUCTION OF 3 METERS X 7 METERS STAFF HOUSE WITH COMFORT ROOM (TILED FROM FLOORING TO 1.2 METERS INNER PERIMETER WALLS) - PPE PROTOCOL UPON ENTERING THE FACILITY - SUBMIT MATERIAL DELIVERIES TO PROJECT FACILITATOR FOR INSPECTION						<input type="checkbox"/> YES <input type="checkbox"/> NO		

GRAND TOTAL: \_\_\_\_\_

Signature Over Printed Name: \_\_\_\_\_

Contact Number (Landline/Cellphone)/Email Address \_\_\_\_\_

**TERMS AND CONDITIONS:**

- The mode of payment is within six (6) months.
- Bidders shall provide correct and accurate information required in this form.
- Bidders may quote for any at all times except for one (1) lot requisition.
- Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
- Price quotation/s, to be dominated in Philippine peso shall include all taxes, duties and/or levies payable.
- Quotations exceeding the Approved Budget for the Contract shall be rejected.
- Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (consulting services) which complies with the minimum technical specifications and other terms.
- 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.
- The item/s shall be delivered within \_\_\_\_ ( ) days from receipt of Purchase Order/Job Order Contract, Notice of Award (NOA) and Notice to Proceed (NTP). The awardee shall notify two (2) days before its delivery of goods and services.
- The MKWD shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
- Liquidated damages equivalent to one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The MKWD 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.



Republic of the Philippines  
**METRO KIDAPAWAN WATER DISTRICT**  
 Lanao, Kidapawan City  
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 Website: [www.metrokidapawanwd.gov.ph](http://www.metrokidapawanwd.gov.ph)  
**"Committed to Service, Development and Self-Reliance"**



## TERMS OF REFERENCE

<b>PURPOSE</b>	LTPF3 STAFFHOUSE, PEREZ KC		
<b>PARTICULARS</b>	<input type="checkbox"/> PR <input checked="" type="checkbox"/> JO No.:	<b>Date:</b>	September 7, 2021
<b>ITEMS, SPECIFICATIONS, AND DESCRIPTIONS</b>			
<b>ITEM 1</b>	1 lot- Hiring of Contractor for the Construction of LTPF3 Staff House Project		
<b>SPECIFICATIONS:</b>			
1.) Labor and Materials (See attached list of materials) 2.) Based on approved Detailed Plan, any deviation must be conformed by Project Facilitator 3.) Includes glassworks and Tinworks 4.) Construction of 3 meters x 7 meters Staff House with Comfort Room (Tiled from flooring to 1.2 meters inner perimeter walls) 5.) PPE protocol upon entering the facility 6.) Submit material deliveries to Project Facilitator for inspection			

*Note: For more than 6 items attach separate TOR Form. For More specifications attach necessary supporting document/s.*

<b>SOURCE OF FUND</b>	<b>APP/PPMP Item No.:</b>	N/A	
	<b>Account No.:</b>	LWUA-ADB Equity	
<b>MODES AND TERMS OF PAYMENT</b>	Within 30 working days, as per accomplishment		
<b>REQUIRED SERVICES</b>			
<input checked="" type="checkbox"/> Free Delivery <input type="checkbox"/> Free Product Demonstration <input type="checkbox"/> Free Installation		Others specify: N/A	
<b>REQUIRED CERTIFICATIONS/ PERMITS</b>	Business Permit N/A		
<b>QUALIFICATIONS</b>	N/A		
<b>AREA OF DELIVERY</b>	Lapaan Treatment Plant Facilities Phase 2, Perez, KC		
<b>DATE OF DELIVERY</b>	within 15 days upon receipt of Notice to Proceed		
<b>TIME OF DELIVERY</b>	Working Days between 8:00am to 3:00pm		
<b>WARRANTY PERIOD</b>	3 months		
<b>RETENTION</b>	<b>Amount:</b>	10% of amount	
	<b>Duration:</b>	1 month	
<b>TAX INCLUSIVE</b>	2% of bid amount		
<b>OTHER CONDITIONS AND CONSTRAINTS</b>			
Observe the MKWD Office/Facility and COVID19 Pandemic Protocols			
<b>Prepared by:</b>		<b>Reviewed by:</b>	
 <b>ENGR. KELVIN E. RUPISAN</b> Acting Division Manager A		 <b>ENGR. RAMIL A. CONDEZ, RMP, MBA</b> Department Manager A	
<b>Noted by:</b>		<b>Approved/Disapproved by:</b>	
 <b>WILESPER LISANDRO M. ALQUEZA, CE/RMP/MBA</b> Material Standards Committee Chairman		 <b>STELLA M. GONZALES, MPS</b> General Manager	