



Republic of the Philippines  
**METRO KIDAPAWAN WATER DISTRICT**  
 Lanao, Kidapawan City  
 Tel nos. (064)577-1533, 577-1865, Fax # (064) 572-5555  
 E-mail Address: [metrokidapawan\\_wd@yahoo.com](mailto:metrokidapawan_wd@yahoo.com)  
 Website: [www.metrokidapawanwd.gov.ph](http://www.metrokidapawanwd.gov.ph)  
 "Committed to Service, Development and Self-Reliance"



**REQUEST FOR QUOTATION**

PR No. : 0223-029

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

JO No. : \_\_\_\_\_

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 \_\_\_\_\_, 2023.

JINKY 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						REMARKS
			PRICE				Compliance with technical specifications		
			QTY.	UNIT	UNIT PRICE	TOTAL	YES	NO	
	PhP: _____	0.00							
1	ANGLE VALVE 1/2" X 1/2" STAINLESS		1.00	PC				<input type="checkbox"/>	<input type="checkbox"/>
2	BLIND RIVETS 4.8MM X 16MM ((50PCS/PACK))		2.00	PACK				<input type="checkbox"/>	<input type="checkbox"/>
3	COARSE WASHED SAND		1.00	CU.M				<input type="checkbox"/>	<input type="checkbox"/>
4	COMMON WIRE NAILS 2 1/2"		5.00	KLS				<input type="checkbox"/>	<input type="checkbox"/>
5	CORRUGATED ROOFING 3 X 10 GA.40		8.00	PC				<input type="checkbox"/>	<input type="checkbox"/>
6	CURTAINS 4FT X 6FT FRAY WITH ROD HOLDER		6.00	SET				<input type="checkbox"/>	<input type="checkbox"/>
7	DOOR KNOB CHROME PLATED HEAVY DUTY		2.00	PC				<input type="checkbox"/>	<input type="checkbox"/>
8	FAUCET LAVATORY SINK STAINLESS		1.00	PC				<input type="checkbox"/>	<input type="checkbox"/>
9	FINE WASHED SAND		2.00	CU.M				<input type="checkbox"/>	<input type="checkbox"/>
10	FINISHING NAILS		5.00	KLS				<input type="checkbox"/>	<input type="checkbox"/>
11	FLASHBAND TAPE 50MM X 8M		1.00	ROLL				<input type="checkbox"/>	<input type="checkbox"/>
12	G.I SHEET GA. 24 3 X 8		2.00	PCS				<input type="checkbox"/>	<input type="checkbox"/>
13	GRANITE FLOOR TILES IVORY 8MM X 600MM X 600M		60.00	PCS				<input type="checkbox"/>	<input type="checkbox"/>
14	GUTTER GA. 40 250MM X 150 X 2.4M		15.00	PCS				<input type="checkbox"/>	<input type="checkbox"/>
15	LACQUER THINNER		2.00	GAL				<input type="checkbox"/>	<input type="checkbox"/>

**Please submit the following requirements:**

- Mayor's Permit
- Professional License/Curriculum (Consulting Services)
- Philgeps Registration Number
- PCAB License (Infra)
- Income Business Tax Return
- Omnibus Sworn Statements
- Manufacturer's PNS
- DTI Certificate

**OTHER TERMS AND CONDITIONS:**

- The mode of payment is within  Six (6) months upon issuance of IAR  Three (3) months upon issuance of IAR  Two (2) months upon issuance of IAR  One (1) month upon issuance of IAR.
- 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 have:
  - validity - Thirty (30) Calendar days
  - inclusion of tax
  - Quotations exceeding the Approved Budget for the Contract shall be r
  - Award of contract shall be made to the lowest quotation ( for goods ar
  - Erasures or overwriting is not allowed unless signed by duly authorized representative/s.
- The item/s shall be delivered within 10 (10) days / months from receipt of Notice to Proceed (NTP) with Purchase Order & Notice of Award (NOA) and Job Order Contract & Notice of Award (NOA).
- 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.



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Procurement Assistant A

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ITEM #	ITEM DESCRIPTION	Approved Budget of the Contract	OFFER							
			PRICE				Compliance with technical specifications		REMARKS	
			QTY.	UNIT	UNIT PRICE	TOTAL	YES	NO		
	PhP: _____	0.00								
16	LATEX COLOR THALOU BLUE		5.00	CAN				<input type="checkbox"/>	<input type="checkbox"/>	
17	L-SHAPE TILE TRIM ALUMINUM 8MM X 2.4M		1.00	PC				<input type="checkbox"/>	<input type="checkbox"/>	
18	LUMBER 1 X 10" X 10 GOOD QUALITY		6.00	PC				<input type="checkbox"/>	<input type="checkbox"/>	
19	LUMBER 2 X 2 X 10 GOOD QUALITY		6.00	PC				<input type="checkbox"/>	<input type="checkbox"/>	
20	MONOBLOC CHAIR WHITE		17.00	PC				<input type="checkbox"/>	<input type="checkbox"/>	
21	WOODEN TABLE 0.60M X 1.0M 4-DRAWERS		1.00	UNIT				<input type="checkbox"/>	<input type="checkbox"/>	
22	PADLOCK HEAVY DUTY		1.00	PC				<input type="checkbox"/>	<input type="checkbox"/>	
23	PAINT BRUSH 2 1/2"		4.00	PC				<input type="checkbox"/>	<input type="checkbox"/>	
24	PAINT BRUSH 4"		3.00	PC				<input type="checkbox"/>	<input type="checkbox"/>	
25	PAINT BRUSH ROLLER 6" WITH TRAY		4.00	SETS				<input type="checkbox"/>	<input type="checkbox"/>	
26	PAINT FLAT LATEX WHITE		3.00	GAL				<input type="checkbox"/>	<input type="checkbox"/>	
27	PAINT LATEX SEMI-GLOSS WHITE		3.00	GAL				<input type="checkbox"/>	<input type="checkbox"/>	
28	PLYWOOD MARINE 5MM X 4 X 8		14.00	PC				<input type="checkbox"/>	<input type="checkbox"/>	
29	PORTLAND CEMENT 40KG/BAG		24.00	BAG				<input type="checkbox"/>	<input type="checkbox"/>	
30	QUICK DRY ENAMEL WHITE		3.00	GAL				<input type="checkbox"/>	<input type="checkbox"/>	
31	ROOF GUARD PAINT THALOU BLUE		3.00	GAL				<input type="checkbox"/>	<input type="checkbox"/>	

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			QTY.	UNIT	UNIT PRICE	TOTAL	YES	NO	
	PhP: _____	0.00							
32	ROOF SEALANT ALL AROUND SEALANT 75ML		5.00	PC				<input type="checkbox"/>	<input type="checkbox"/>
33	RUST-OFF METAL PRIMER		1.00	GAL				<input type="checkbox"/>	<input type="checkbox"/>
34	SAND PAPER #120		10.00	PADS				<input type="checkbox"/>	<input type="checkbox"/>
35	SANITARY ELBOW 75MM X 45DEG		6.00	PC				<input type="checkbox"/>	<input type="checkbox"/>
36	SANITARY ELBOW 75MM X 90DEG		6.00	PC				<input type="checkbox"/>	<input type="checkbox"/>
37	SANITARY PIPE 75MM X 3.0M S-1000		8.00	PC				<input type="checkbox"/>	<input type="checkbox"/>
38	STAINLESS STEEL FAUCET WITH HOSE BIBB		1.00	UNIT				<input type="checkbox"/>	<input type="checkbox"/>
39	STAINLESS STEEL STRAINER P-TRAP SET		1.00	SET				<input type="checkbox"/>	<input type="checkbox"/>
40	TEX SCREW SELF DRIVEN 4.5MM X 55MM		1.00	BOX				<input type="checkbox"/>	<input type="checkbox"/>
41	TILE GROUT IVORY		2.00	KLS				<input type="checkbox"/>	<input type="checkbox"/>
42	TINTING COLOR THALOU BLUE ENAMEL		5.00	CANS C				<input type="checkbox"/>	<input type="checkbox"/>
43	URINAL FLUSH VALVE BUTTON		1.00	SET				<input type="checkbox"/>	<input type="checkbox"/>
44	WALL FAN 12" BLADE HEAVY DUTY		1.00	PC				<input type="checkbox"/>	<input type="checkbox"/>
45	WATER CLOSET FLUSH VALVE SET UNIVERSAL		1.00	SET				<input type="checkbox"/>	<input type="checkbox"/>

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ITEM #	ITEM DESCRIPTION	Approved Budget of the Contract	OFFER				REMARKS	
			PRICE		Compliance with technical specifications			
PhP: _____		0.00	QTY.	UNIT	UNIT PRICE	TOTAL	YES	NO
GRAND TOTAL: _____								

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

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

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## TERMS OF REFERENCE

<b>PURPOSE</b>	<b>PROCUREMENT OF OFFICE EQUIPMENT, FURNITURE AND MATERIALS FOR THE REFURBISHMENT OF MATALAM BRANCH OFFICE</b>		
<b>PARTICULARS</b>	<input checked="" type="checkbox"/> PR <input type="checkbox"/> JO No.:	0223 - 029	Date: February 13, 2023
<b>ITEMS, SPECIFICATIONS, AND DESCRIPTIONS</b>			
<b>ITEM 1: Angle valve 1/2"x1/2" Stainless</b>	<b>ITEM 2: Blind Rivets 4.8mm x 16mm</b>		
<b>SPECIFICATIONS:</b> 1   QTY: 1-pc, stainless	<b>SPECIFICATIONS:</b> 1   QTY: 2-pack, 50pcs/pack		
<b>ITEM 3: Coarse Washed Sand</b>	<b>ITEM 4: Common Wire Nails 2-1/2"</b>		
<b>SPECIFICATIONS:</b> 1   QTY: 1-cu.m.	<b>SPECIFICATIONS:</b> 1   QTY: 5-cls		
<b>ITEM 5: Corrugated Roofing 3'x10' ga. 40</b>	<b>ITEM 6: Curtains 4ftx6ft Gray with rod holder</b>		
<b>SPECIFICATIONS:</b> 1   QTY: 8-pcs, prepainted thalou blue	<b>SPECIFICATIONS:</b> 1   QTY: 6-set		
<b>ITEM 7: Door Knob Chrome Plated Heavy Duty</b>	<b>ITEM 8: Faucet Lavotary Sink Stainless</b>		
<b>SPECIFICATIONS:</b> 1   QTY: 2-pcs, Heavy Duty, ANSI Grade 3	<b>SPECIFICATIONS:</b> 1   QTY: 1-pc, Stainless, 13mmØ		
<b>ITEM 9: Fine Washed Sand</b>	<b>ITEM 10: Finishing Nails 1"</b>		
<b>SPECIFICATIONS:</b> 1   QTY: 2-cu.m.	<b>SPECIFICATIONS:</b> 1   QTY: 5-cls		
<b>ITEM 11: FlashBand Tape 50mm x 8m</b>	<b>ITEM 12: G.I. Sheet Ga. 24 3'x8'</b>		
<b>SPECIFICATIONS:</b> 1   QTY: 1-roll, Butyl Rubber, 50mm x 8m	<b>SPECIFICATIONS:</b> 1   QTY: 2-pcs, prepainted		
<b>ITEM 13: Granite Floor Tiles ivory 8mmx600mmx600mm</b>	<b>ITEM 14: Gutter ga. 40 250mmx150mm x 2.4m</b>		
<b>SPECIFICATIONS:</b> 1   QTY: 60-pcs, 8mmx600mmx600mm 2   Type: Unglazed garnite tiles, Ivory	<b>SPECIFICATIONS:</b> 1   QTY: 15-pcs, Spanish type, ga. 40 prepainted thalou blue		
<b>ITEM 15: Laquer Thinner</b>	<b>ITEM 16: Latex Color Thalou Blue</b>		
<b>SPECIFICATIONS:</b> 1   QTY: 2-gal	<b>SPECIFICATIONS:</b> 1   QTY: 5-cans		
<b>ITEM 17: L-Shape Tile Trim Aluminum 8mm x 2.4m</b>	<b>ITEM 18: Lumber 1'x10"x10' Good Quality</b>		
<b>SPECIFICATIONS:</b> 1   QTY: 1-pc	<b>SPECIFICATIONS:</b> 1   QTY: 6-pcs		
<b>ITEM 19: Lumber 2x2x10' Good Quality</b>	<b>ITEM 20: Monobloc Chair White</b>		
<b>SPECIFICATIONS:</b> 1   QTY: 6-pcs	<b>SPECIFICATIONS:</b> 1   QTY: 17-pcs		
<b>ITEM 21: Wooden Table 0.60mx1.0m 4-drawers</b>	<b>ITEM 22: Padlock Heavy Duty</b>		
<b>SPECIFICATIONS:</b> 1   QTY: 1-unit	<b>SPECIFICATIONS:</b> 1   QTY: 1-pc, Stainless, 13mmØ		
<b>ITEM 23: Paint Brush 2-1/2"</b>	<b>ITEM 24: Paint Brush 4"</b>		
<b>SPECIFICATIONS:</b> 1   QTY: 4-pcs, premium quality	<b>SPECIFICATIONS:</b> 1   QTY: 3-pcs		
<b>ITEM 25: Paint Brush Roller 6" with tray</b>	<b>ITEM 26: Paint Flat Latex White</b>		
<b>SPECIFICATIONS:</b> 1   QTY: 4-sets, premium quality	<b>SPECIFICATIONS:</b> 1   QTY: 3-gal, premium quality		
<b>ITEM 27: Paint Latex Semi-gloss White</b>	<b>ITEM 28: Plywood Marine 5mm x 4'x8'</b>		
<b>SPECIFICATIONS:</b> 1   QTY: 3-gal	<b>SPECIFICATIONS:</b> 1   QTY: 14-pcs		
<b>ITEM 29: Portland Cement 40kgs/bag</b>	<b>ITEM 30: Quick Dry Enamel White</b>		
<b>SPECIFICATIONS:</b> 1   QTY: 24-bags	<b>SPECIFICATIONS:</b> 1   QTY: 3-gal		
<b>ITEM 31: Roof Guard Paint Thalou Blue</b>	<b>ITEM 32: Roof Sealant All around sealant 75ml</b>		
<b>SPECIFICATIONS:</b> 1   QTY: 3-gal	<b>SPECIFICATIONS:</b> 1   QTY: 5-pcs		
<b>ITEM 33: Rust-off Metal Primer</b>	<b>ITEM 34: Sand paper #120</b>		
<b>SPECIFICATIONS:</b> 1   QTY: 1-gal	<b>SPECIFICATIONS:</b> 1   QTY: 10-pads		

<b>ITEM 35: Sanitary Elbow 75mm x 45deg</b>	<b>ITEM 36: Sanitary Elbow 75mm x 90deg</b>
<b>SPECIFICATIONS:</b> 1 QTY: 6-pcs	<b>SPECIFICATIONS:</b> 1 QTY: 6-pcs
<b>ITEM 37: Sanitary Pipe 75mm x 3.0m S-1000</b>	<b>ITEM 38: Stainless Steel Faucet with Hose Bibb</b>
<b>SPECIFICATIONS:</b> 1 QTY: 8-pcs	<b>SPECIFICATIONS:</b> 1 QTY: 1-unit
<b>ITEM 39: Stainless steel strainer P-trap Set</b>	<b>ITEM 40: Tex Screw Self driven 4.5mmx55mm</b>
<b>SPECIFICATIONS:</b> 1 QTY: 1-set, Lavaratory strainer with p-trap	<b>SPECIFICATIONS:</b> 1 QTY: 1-box, 50-pcs Box
<b>ITEM 41: Tile Grout Ivory</b>	<b>ITEM 42: Tinting Color Thalou Blue Enamel</b>
<b>SPECIFICATIONS:</b> 1 QTY: 2-cls	<b>SPECIFICATIONS:</b> 1 QTY: 5-cans
<b>ITEM 43: Urinal Flush Valve Button</b>	<b>ITEM 44: Wall Fan 12" Blades Heavy Duty</b>
<b>SPECIFICATIONS:</b> 1 QTY: 1-set, Manual Delay Automatic Shut-off	<b>SPECIFICATIONS:</b> 1 QTY: 1-pc, heavy duty white
<b>ITEM 45: Water Closet Flush Valve Set Universal</b>	<b>ITEM 46:</b>
<b>SPECIFICATIONS:</b> 1 QTY: 1-set, see sample	<b>SPECIFICATIONS:</b> 1 QTY:

**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> 811 & 815 of Approved APP 2023
	<b>Account Nos.:</b> 811 & 815 of Approved APP 2023

<b>MODES AND TERMS OF PAYMENT</b>	Within 60 days upon delivery and acceptance
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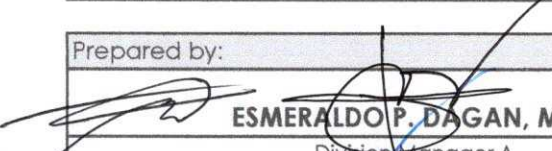
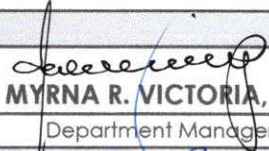


<b>REQUIRED SERVICES</b>	
<input checked="" type="checkbox"/> Free Delivery <input type="checkbox"/> Free Product Demonstration <input type="checkbox"/> Free Installation	Others specify:

<b>REQUIRED CERTIFICATIONS/ PERMITS</b>	Business Permit
<b>QUALIFICATIONS</b>	N/A

<b>AREA OF DELIVERY</b>	MKWD Main Office, Brgy. Lanao, Kid. City
<b>DATE OF DELIVERY</b>	Upon issuance of Purchase Order
<b>TIME OF DELIVERY</b>	8:00 A.M. to 5:00 P.M.

<b>WARRANTY PERIOD</b>	Materials free from defects
<b>RETENTION</b>	<b>Amount:</b> N/A
	<b>Duration:</b> N/A
<b>TAX INCLUSIVE</b>	6% for VAT Registered

<b>OTHER CONDITIONS AND CONSTRAINTS</b>
The supplier shall give notice five (5) days prior to the delivery of items.

Prepared by:  <b>ESMERALDO P. DAGAN, MBA</b> Division Manager A	Reviewed by:  <b>MYRNA R. VICTORIA, MBA</b> Department Manager A
Noted by:  <b>WILESPER LISANDRO M. ALQUEZA, CE/RMP/MBA</b> Material Standards Committee Chairman	Approved/Disapproved by:  <b>STELLA M. GONZALES, MPS</b> General Manager