



REQUEST FOR QUOTATION

PR No. : _____

DATE : _____

JO No. : 0124-0029

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 _____, 2024.

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						
			PRICE				Compliance with technical specifications		REMARKS
			QTY.	UNIT	UNIT PRICE	TOTAL	YES	NO	
	PhP: <u>148,199.25</u> 1 LOT HIRING OF CONTRACTOR FOR THE INSTALLATION OF WINDOW BLINDS AT MKWD MAIN BUILDING. SPECIFICATIONS: (SEE ATTACHED TOR) - LABOR (INSTALLATION) AND MATERIALS - INSTALLATION OF VENETIAN VERTICAL BLINDS - MATERIAL: PVC WITH CHORD CONTROL & WAND CONTROL - SIZE: 3.5" PER SLOT, THICKNESS:2MM - ALL TOOLS AND EQUIPMENT TO BE PROVIDED BY CONTRACTOR - CLEARING/ CLEANING AND RESTORATION - WORK DURATION: 15 WORKING DAYS						<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

OTHER TERMS AND CONDITIONS:

1. The mode of payment is within Six (6) months Three (3) months Two (2) months One (1) month.

2. Bidders shall provide correct and accurate information required in this form.

3. Bidders may quote for any at all times except for one (1) lot requisition.

4. Price quotation/s must have:

- validity - Thirty (30) Calendar days
- inclusion of tax
- Quotations exceeding the Approved Budget for the Contract shall be rejected.
- Award of contract shall be made to the lowest quotation (for goods and services)
- Erasures or overwriting is not allowed unless signed by duly authorized representative/s.

5. The item/s shall be delivered within fifteen (15) days / months from receipt of Notice to Proceed (NTP) with Purchase Order & Notice of Award (NOA) and Job Order Contract & Notice of Award (NOA).

6. The awardee shall notify two (2) days before its delivery of goods and services.

7. The MKWD shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.

8. 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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HENRY P. MORENO
 Procurement Assistant A

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			PRICE	Compliance with technical specifications				
			QTY.	UNIT	UNIT PRICE	TOTAL	YES	NO
	PhP: <u>143,199.25</u>							

GRAND TOTAL: _____

Signature Over Printed Name: _____

Contact Number (Landline/Cellphone)/Email Address _____

Please submit the following requirements:

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Republic of the Philippines
METRO KIDAPAWAN WATER DISTRICT
 Lanao, Kidapawan City
 Tel nos. (064)577-1533, 577-1865, Fax no. (064) 572-5555
 E-mail Address: metrokidapawan_wd@yahoo.com
 Website: www.metrokidapawanwd.gov.ph
"Committed to Service, Development and Self-Reliance"



TERMS OF REFERENCE

PURPOSE	INSTALLATION OF WINDOW BLINDS AT MKWD MAIN BUILDING OFFICE		
PARTICULARS	<input type="checkbox"/> PR <input checked="" type="checkbox"/> JO No.:	Date:	01/15/2024
ITEMS, SPECIFICATIONS, AND DESCRIPTIONS			
ITEM 1) 1-LOT HIRING OF CONTRACTOR FOR THE INSTALLATION OF WINDOW BLINDS			
SPECIFICATIONS:			
<ul style="list-style-type: none"> - Labor (Installation) and Materials - Installation of PVC Venetian Vertical Blinds 			
No.	Qty/unit Area (sq.in)	Area (sq.ft.)	
1	1-unit 114x75	59.37	- Venetian Vertical Blinds
2	1-unit 29x75	15.10	- Material type: PVC, Roller: Beads
3	2-units 30x94	39.18	- Size: 3.5" per slot
4	2-units 114x94	148.84	- Thickness: 2mm
5	1-unit 140x94	91.39	- With chord control & wand control
6	1-unit 109x94	71.15	- All tools and equipment to be provided by contractor
7	1-unit 84x55	32.08	- Clearing/cleaning and restoration
8	1-unit 140x78	75.83	- Work duration: 15 Working Days
9	1-unit 25x78	13.54	
10	2-units 85x36	42.5	
11	2-units 140x36	70.00	
12	1-unit 67x81	37.69	
13	1-unit 33.5x57	13.26	
14	1-unit 114x81	64.12	
	Total	774.05	

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

SOURCE OF FUND	APP/PPMP Item No.:	815-RM Office Building	
	Account No.:	815-RM Office Building	
MODES AND TERMS OF PAYMENT	60 Days upon delivery and acceptance		
REQUIRED SERVICES			
<input checked="" type="checkbox"/> Free Delivery <input checked="" type="checkbox"/> Free Product Demonstration <input checked="" type="checkbox"/> Free Installation		Others specify:	
REQUIRED CERTIFICATIONS/ PERMITS	Business Permits		
QUALIFICATIONS	N/A		
AREA OF DELIVERY	MKWD, Lanao Kidapawan City		
DATE OF DELIVERY	N/A		
TIME OF DELIVERY	N/A		
WARRANTY PERIOD	3 MONTHS WARRANTY		
RETENTION	Amount:	N/A	
	Duration:	N/A	
TAX INCLUSIVE	Yes		
OTHER CONDITIONS AND CONSTRAINTS			
The supplier to give notice five (5) days prior to delivery.			
Prepared by:	Reviewed by:		
 ESMERALDO P. DAGAN, MBA Division Manager A	 MYRNA R. VICTORIA, MBA Department Manager A		
Noted by:	Approved/Disapproved by:		
 WILESPER LISANDRO M. ALQUEZA, CE/RMP/MBA Material Standards Committee Chairman	 STELLA M. GONZALES, MPS General Manager		