

Bids and Awards Committee

REQUEST FOR QUOTATION

Date: December 14, 2022 RFQ No.: 64-2022-B

| Company/Business Name: | |
|--|--|
| Address: | |
| Business/Mayor's Permit No.: | |
| TIN: | |
| PhilGEPS Registration Number <mark>(required)</mark> : | |

The National Library of the Philippines (NLP), through its Bids and Awards Committee (BAC), intends to procure for the Supply, Delivery and Assembly of Materials for the Rehabilitation of NLP Office Areas (Line Item Bidding) through Section 53.9 (Small Value Procurement) of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184.

Please quote your **best offer** for the item/s described herein, subject to the Terms and Conditions provided on this Request for Quotation (RFQ). Submit your quotation duly signed by you or your duly authorized representative **not later than December 22, 2022 at 4:00 PM**.

The following documents are also required to be submitted along with your quotation on the specified deadline above:

| Document | Remarks |
|--|--|
| Copy of 2022 Mayor's or Business Permit | In case not yet available, you may submit your expired 2021 Mayor's or Business Permit with the Official Receipt of renewal application. However, a copy of your 2022 Mayor's or Business Permit shall be required to be submitted after award of contract but before payment. |
| Notarized Omnibus Sworn Statement (GPPB-Prescribed Form) | If unable to have the document notarized, you may submit a signed unnotarized Omnibus Sworn Statement (in the prescribed template), subject to compliance therewith after award of contract but before payment. |
| Latest Tax Clearance | Submit a copy of your Latest Tax Clearance Certificate. |
| Copy of Income/Business Tax Return | Submit your latest Income / Business Tax Return, either manually filed or filed through EFPS. |

For any clarification, you may contact us at telephone no. **(02) 5336-7200 local 406 or 412** or email address at bac@nlp.gov.ph.

(Digitally Sgd.)

MARICEL M. UREÑA

BAC Chairperson





Bids and Awards Committee

INSTRUCTIONS:

Note: Failure to follow these instructions will disqualify your entire quotation.

- (1) Do not alter the contents of this form in any way.
- (2) The use of this RFQ is <u>highly encouraged</u> to minimize errors or omissions of the required mandatory provisions. In case of any changes, bidders must use or refer to the latest version of the RFQ, except when the latest version of the RFQ **only** pertains to deadline extension.
 - If another form is used other than the latest RFQ, the quotation shall contain all the mandatory requirements/provisions including manifestation on the agreement with the Terms and Conditions below.
 - In case a prospective supplier/service provider submits a filled-out RFQ with a supporting document (i.e., a price quotation in a different format), both documents shall be considered unless there will be discrepancies. In this case, provisions in the RFQ shall prevail.
- (3) All mandatory technical specifications must be complied with. Failure to comply with the mandatory requirements shall render the quotation ineligible/disqualified.
- (4) Quotations may be submitted through electronic mail at <u>bac@nlp.gov.ph.</u>
- (5) Quotations, including documentary requirements, received after the deadline shall not be accepted. For quotations submitted via electronic mail, the date and time of receipt indicated in the email shall be considered.

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 GPPB-TSO 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 NLP. 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 NLP 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.





Bids and Awards Committee

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

| | S | Supply, Delivery and Assembly of M | Materials for | the Rehab | ilitation of | NLP Office | Areas | |
|-----|---------------------|------------------------------------|---------------|------------|--------------|------------|---------|--|
| | (Line Item Bidding) | | | | | | | |
| | T] | ECHNICAL SPECIFICATIONS/SC | OPE OF WO | ORK | YES | NO | REMARKS | |
| No. | Unit/Qt y. | Item Description | | Total Cost | | | | |
| 1 | | Skim Coat | 537.50 | 24,187.50 | | | | |
| 2 | 200 gal. | Versatex paint | 750.00 | 150,000.00 | | | | |
| 3 | 45 tin | Flat latex 701 | 2,827.50 | 127,237.50 | | | | |
| 4 | 20 tin | semi gloss latex 715 | 3,237.50 | 64,750.00 | | | | |
| 5 | 30 meter | Sanding paper #60 | 687.60 | 20,628.00 | | | | |
| 6 | 5 meter | Sanding paper #36 H/D | 750.00 | 3,750.00 | | | | |
| 7 | 40 meter | Sanding paper #100 | 287.50 | 11,500.00 | | | | |
| 8 | 25 gal. | Lacquer primer white | 1,000.00 | 25,000.00 | | | | |
| 9 | 2 gal. | Lacquer spot putty | 925.00 | 1,850.00 | | | | |
| 10 | 100 gal. | Epoxy enamel gray rubberize | 1,450.00 | 145,000.00 | | | | |
| 11 | 50 gal. | Epoxy enamel primer gray | 1,087.50 | 54,375.00 | | | | |
| 12 | 20 gal. | Epoxy reducer | 712.50 | 14,250.00 | | | | |
| 13 | | Roof guard spanish red | 682.50 | 13,650.00 | | | | |
| 14 | | Acry color H-Yellow | 171.25 | 4,281.25 | | | | |
| 15 | 25 liter | Acry color H-Red | 131.25 | 3,281.25 | | | | |
| 16 | 25 liter | Acry color H-Black | 118.75 | 2,968.75 | | | | |
| 17 | 25 liter | Acry color Raw Sienna | 140.00 | 3,500.00 | | | | |
| 18 | 15 gal. | Sanding sealer lacquer | 852.50 | 12,787.50 | | | | |
| 19 | 10 gal. | Clear dead flat varnish lacquer | 871.25 | 8,712.50 | | | | |
| 20 | 4 gal. | Oil wood stain nut | 562.50 | 2,250.00 | | | | |
| 21 | 7 sack | Patching compound | 812.25 | 5,685.75 | | | | |
| 22 | 10 tin | Lacquer thinner | 2,412.50 | 24,125.00 | | | | |
| 23 | 4 gal. | Lacquer flo | 871.25 | 3,485.00 | | | | |
| 24 | 80 pc. | Sanding paper #120 water proof H/D | 15.00 | 1,200.00 | | | | |
| 25 | 80 pc. | Sanding paper #150 water proof | 15.00 | 1,200.00 | | | | |
| 26 | 10 gal. | Automotive lacquer white | 1,375.00 | 13,750.00 | | | | |
| 27 | 30 pc. | Versatex roller brush | 300.00 | 9,000.00 | | | | |
| 28 | 50 pc. | Paint brush #1 H/D | 25.00 | 1,250.00 | | | | |
| 29 | 50 pc. | Paint brush #2 H/D | 81.25 | 4,062.50 | | | | |
| 30 | 50 pc. | Baby roller brush (tela) | 50.00 | 2,500.00 | | | | |
| 31 | 50 pc. | Roller brush #7 | 50.00 | 2,500.00 | | | | |
| 32 | 5 gal. | Fully tuft with hardener | 1,000.00 | 5,000.00 | | | | |
| 33 | 10 kilo | rug/basahan | 81.25 | 812.50 | | | | |
| 34 | 8 pc. | 3/4 marine plywood | 1,687.50 | 13,500.00 | | | | |
| 35 | 1 pc. | 1/2 marine plywood | 1,187.50 | 1,187.50 | | | | |





| 36 | 2 liter | Wood glue | 262.50 | 525.00 | | |
|-------|---------|---|-------------|-----------|--|--|
| 37 | 500 pc. | Wood screw, 1 1/2 black | 1.13 | 565.00 | | |
| 38 | 1 pc. | Sink, Stainless, 40cm x 40cm | 500.00 | 500.00 | | |
| 39 | 9 pair | Concealed hinges soft closer #3 | 137.50 | 1,237.50 | | |
| 40 | 4 pc. | PVC pipe #2 orange | 337.50 | 1,350.00 | | |
| 41 | 1 pc. | p-trap PVC #2 orange | 282.50 | 282.50 | | |
| 42 | 4 pc. | PVC elbow #2 orange | 43.75 | 175.00 | | |
| 43 | 6 pc. | PVC pipe 1/2 blue | 106.25 | 637.50 | | |
| 44 | 4 pc. | PVC coupling with threaded 1/2 blue | 12.50 | 50.00 | | |
| 45 | 4 pc. | PVC elbow with threaded 1/2 blue | 15.00 | 60.00 | | |
| 46 | 10 pc. | Teflon tape, 1/2 | 8.75 | 87.50 | | |
| 47 | 1 pc. | Gate valve 1/2 HD | 312.50 | 312.50 | | |
| 48 | 1 pc. | Angle valve 1/2 single | 200.00 | 200.00 | | |
| 49 | 1 pc. | Tinting color L-Lamp Black | 100.00 | 100.00 | | |
| 50 | 1 liter | Tinting color L-Raw Sienna | 118.75 | 118.75 | | |
| 51 | 1 liter | Tinting color L-Venetian Red | 137.50 | 137.50 | | |
| 52 | 1 liter | Tinting color L-Thalo Blue | 137.50 | 137.50 | | |
| 53 | 3 unit | Module A - Overhead Cabinet (2 swing doors. 0.5 width each door, 0.7m cab ht, 0.30m cab depth, hafele hinges, laminated finish) - color to be approved by NLP architect | 15,000.00 | 45,000.00 | | |
| 54 | 3 unit | Module B - Undercounter (2 swing doors. 0.5 width each door, 0.80m cab ht, 0.57m cab depth, hafele hinges, laminated finish) - color to be approved by NLP architect | 15,000.00 | 45,000.00 | | |
| 55 | | 3-Door Pantry Cabinet with lock (3 swing doors, 2m cab ht. 0.45 cab depth, 4 shelves each column, vertically spaced equally, hafele hinges, laminated finish) - color to be approved by NLP architect | 15,000.00 | 30,000.00 | | |
| 56 | | Stone Slab Granite or Quartz White color with 0.03m nosing - to be approved by NLP architect | 14,000.00 | 42,000.00 | | |
| 57 | | Kitchen Faucet HCG or American Standard | 6,000.00 | 18,000.00 | | |
| 58 | 2 unit | Stainless Sink with accessories teka or franke | 15,000.00 | 30,000.00 | | |
| Deliv | ery Per | iod: 30 working days upon receipt | of purchase | order. | | |





Bids and Awards Committee

FINANCIAL OFFER:

| Terms of Payment: |
|--|
| Payment shall be made through Land Bank's LDDAP-ADA/Bank Transfer facility, within thirty (30) days after Submission of Billing and User Acceptance of the product. Bank Transfer fee shall be charged against the creditor's account. |
| Payment Details: |
| Banking Institution: Account Number: Account Name : Branch: |

Please quote your <u>best offer</u> for the item/s below. Please do not leave any blank items. Indicate "0" if item being offered is for free.

| Supply, Delivery and Assembly of Materials for the (Line Item Biddin | |
|--|-------------------------|
| Approved Budget for the Contract | Total Offered Quotation |
| Nine Hundred Ninety-Nine Thousand Six Hundred Ninety-Three Pesos and Seventy-Five Centavos (Php999,693.75) | |
| | In Words: |
| 1. Skim Coat, 45 sacks | III vvolus. |
| 1. JAIII Coat, 45 sacks | |
| Twenty Four Thousand One Hundred Eighty- | In Figures: |
| Seven Pesos and Fifty Centavos (Php24,187.50) | |
| | |
| | |
| | In Words: |
| 2. Versatex paint, 200 gal. | III Words. |
| 2. Verentest paintly 200 gain | |
| One Hundred Fifty Thousand Pesos (Php150,000.00) | In Figures: |
| | |
| | |





| In Words: |
|-------------|
| In Figures: |
| In Words: |
| In Figures: |
| |





| | In Words: |
|---|-------------|
| 8. Lacquer primer white, 25 gal. | |
| Twenty Five Thousand Pesos (Php25,000.00) | In Figures: |
| | |
| | In Words: |
| 9. Lacquer spot putty, 2 gal. | III Words. |
| One Thousand Eight Hundred Fifty Pesos | In Figures: |
| (Php1,850.00) | |
| | |
| 10. Epoxy enamel gray rubberize, 100 gal. | In Words: |
| | I. F'. |
| One Hundred Forty-Five Thousand Pesos (Php145,000.00) | In Figures: |
| | |
| | In Words: |
| 11. Epoxy enamel primer gray, 50 gal. | |
| Fifty-Four Thousand Three Hundred Seventy Five Pesos (Php54,375.00) | In Figures: |
| · · · · · · · · · · · · · · · · · · · | |
| 12. Epoxy reducer, 20 gal. | In Words: |
| | |
| Fourteen Thousand Two Hundred Fifty Pesos (Php14,250.00) | |
| | In Figures: |





| | In Words: | |
|---|-------------|---|
| 13. Roof guard spanish red, 20 gal. | | |
| Thirteen Thousand Six Hundred Fifty Pesos | In Figures: | |
| (Php13,650.00) | | |
| | | |
| | In Words: | |
| 14 Acry color H Vollow 25 liters | III Words. | |
| 14. Acry color H-Yellow, 25 liters | | |
| Four Thousand Two Hundred Eighty One Pesos and Twenty-Five Centavos (Php4,281.25) | In Figures: | |
| | | |
| | | |
| | In Words: | |
| 15. Acry color H-Red, 25 liters | | |
| Three Thousand Two Hundred Eighty One Pesos | In Figures: | |
| and Twenty-Five Centavos (Php3,281.25) | | |
| | | |
| | In Words: | |
| 16. Acry color H-Black, 25 liters | | |
| Two Thousand Nine Hundred Sixty-Eight Pesos | In Figures: | |
| and Seventy-Five Centavos (Php2,968.75) | | |
| | | |
| 17. Acry color Raw Sienna, 25 liters | In Words: | |
| Three Thousand Five Hundred Pesos (Php3,500.00) | | |
| , r.,, | |] |





| | In Figures: | |
|--|-------------|--|
| | | |
| | In Words: | |
| 18. Sanding sealer lacquer, 15 gal. | | |
| Twelve Thousand Seven Hundred Eighty-Seven Pesos and Fifty Centavos (Php12,787.50) | In Figures: | |
| | | |
| | In Words: | |
| 19. Clear dead flat varnish lacquer, 10 gal. | | |
| Eight Thousand Seven Hundred Twelve Pesos and Fifty Centavos (Php8,712.50) | In Figures: | |
| 2110 2110 CO1100 (2 11po), 2210 c) | | |
| | | |
| | In Words: | |
| 20. Oil wood stain nut, 4 gal. | | |
| Two Thousand Two Hundred Fifty Pesos (Php2,250.00) | In Figures: | |
| | | |
| | In Words: | |
| 21. Patching compound, 7 sacks | | |
| Five Thousand Six Hundred Eighty-Five Pesos and Seventy-Five Centavos (Php5,685.75) | In Figures: | |
| | | |
| 22. Lacquer thinner, 10 tins | In Words: | |
| Twenty-Four Thousand One Hundred Twenty Five Pesos (Php24,125.00) | | |





| | In Figures: |
|---|-------------|
| | |
| | In Words: |
| 23. Lacquer flo, 4 gal. | |
| Three Thousand Four Hundred Eighty-Five Pesos (Php3,485.00) | In Figures: |
| | In Words: |
| 24. Sanding paper #120 water proof H/D, 80 pcs. | |
| One Thousand Two Hundred Pesos (Php1,200.00) | In Figures: |
| | |
| | In Words: |
| 25. Sanding paper #150 water proof, 80 pcs. | |
| One Thousand Two Hundred Pesos (Php1,200.00) | In Figures: |
| | In Words: |
| 26. Automotive lacquer white, 10 gal. | III WUIUS. |
| Thirteen Thousand Seven Hundred Fifty Pesos | In Figures: |
| (Php13,750.00) | |
| | |
| 27. Versatex roller brush, 30 pcs. | In Words: |
| Nine Thousand Pesos (Php9,000.00) | |





| | In Figures: |
|---|-------------|
| | |
| | In Words: |
| 28. Paint brush #1 H/D, 50 pcs. | |
| One Thousand Two Hundred Fifty Pesos (Php1,250.00) | In Figures: |
| | |
| | In Words: |
| 29. Paint brush #2 H/D, 50 pcs. | |
| Four Thousand Sixty-Two Pesos and Fifty Centavos (Php4,062.50) | In Figures: |
| | |
| | In Words: |
| 30. Baby roller brush (tela), 50 pcs. | |
| Two Thousand Five Hundred Pesos (Php2,500.00) | In Figures: |
| | |
| | In Words: |
| 31. Roller brush #7, 50 pcs. | |
| Two Thousand Five Hundred Pesos (Php2,500.00) | In Figures: |
| | |
| 32. Fully tuft with hardener, 5 gal. | In Words: |





| Five Thousand Pesos (Php5,000.00) | |
|--|-------------|
| | In Figures: |
| | |
| | |
| | In Words: |
| 33. Rug/basahan, 10 kilos | |
| Eight Hundred Twelve Pesos and Fifty Centavos (Php812.50) | In Figures: |
| | |
| | In Words: |
| 34. 3/4 marine plywood, 8 pcs. | |
| Thirteen Thousand Five Hundred Pesos (Php13,500.00) | In Figures: |
| | |
| | In Words: |
| 35. 1/2 marine plywood, 1 pc. | |
| One Thousand One Hundred Eighty-Seven Pesos and Fifty Centavos (Php1,187.50) | In Figures: |
| | |
| | |
| | In Words: |
| 36. Wood glue, 2 liters | |
| Five Hundred Twenty-Five Pesos (Php525.00) | In Figures: |
| | |
| | |





| 37. Wood screw, 1 1/2 black, 500 pcs. Five Hundred Sixty Five Pesos (Php565.00) | In Words: In Figures: | |
|--|------------------------|--|
| 38. Sink, Stainless, 40cm x 40cm, 1 pc. Five Hundred Pesos (Php500.00) | In Words: In Figures: | |
| 39. Concealed hinges soft closer #3, 9 pairs One Thousand Two Hundred Thirty-Seven Pesos and Fifty Centavos (Php1,237.50) | In Words: In Figures: | |
| 40. PVC pipe #2 orange, 4 pcs. One Thousand Three Hundred Fifty Pesos (Php1,350.00) | In Words: In Figures: | |
| 41. P-trap PVC #2 orange, 1 pc. Two Hundred Eighty-Two Pesos and Fifty Centavos (Php282.50) | In Words: In Figures: | |





| | In Words: |
|--|-------------|
| 42. PVC elbow #2 orange, 4 pcs. | |
| One Hundred Seventy-Five Pesos (Php175.00) | In Figures: |
| | |
| | In Words: |
| 43. PVC pipe 1/2 blue, 6 pcs. | |
| Six Hundred Thirty-Seven Pesos and Fifty Centavos (Php637.50) | In Figures: |
| | |
| | In Words: |
| 44. PVC coupling with threaded 1/2 blue, 4 pcs. | |
| Fifty Pesos (Php50.00) | In Figures: |
| | |
| | In Words: |
| 45. PVC elbow with threaded 1/2 blue, 4 pcs. | |
| Sixty Pesos (Php60.00) | In Figures: |
| | |
| 46. Teflon tape, 1/2, 10 pcs. | In Words: |
| Eighty-Seven Pesos and Fifty Centavos (Php87.50) | |
| (2 mpo/100/ | In Figures: |
| | 0 |





| | In Words: |
|---|--------------|
| 47. Gate valve 1/2 HD, 1 pc. | |
| | |
| Three Hundred Twelve Pesos and Fifty Centavos | In Figures: |
| (Php312.50) | |
| | |
| | |
| | |
| | In Words: |
| | |
| 48. Angle valve 1/2 single, 1 pc. | |
| | In Figures: |
| Two Hundred Pesos (Php200.00) | in Figures. |
| | |
| | |
| | |
| | In Words: |
| | in violus. |
| 49. Tinting color L-Lamp Black, 1 pc. | |
| D. Thung cool 2 Zump Buchy I pc. | * T' |
| One Hundred Pesos (Php100.00) | In Figures: |
| | |
| | |
| | |
| | To YAZ- of a |
| | In Words: |
| 50. Tinting color L-Raw Sienna, 1 liter | |
| | |
| One Hundred Eighteen Pesos and Seventy-Five | In Figures: |
| Centavos (Php118.75) | |
| | |
| | |
| 51. Tinting color L-Venetian Red, 1 liter | |
| , | In Words: |
| One Hundred Thirty-Sevent Pesos and Fifty | |
| Centavos (Php137.50) | |





| | In Figures: |
|--|-------------|
| | |
| | In Words: |
| 52. Tinting color L-Thalo Blue, 1 liter | |
| One Hundred Thirty-Seven Pesos and Fifty Centavos (Php137.50) | In Figures: |
| 53. Module A - Overhead Cabinet (2 swing doors. 0.5 width each door, 0.7m cab ht, 0.30m cab depth, hafele hinges, laminated finish) - color to be approved by NLP architect, 3 units Forty-Five Thousand Pesos (Php45,000.00) | In Words: |
| | In Figures: |
| | |
| 54. Module B - Undercounter (2 swing doors, 0.5 width each door, 0.80m cab bt, 0.57m cab depth | In Words: |
| width each door, 0.80m cab ht, 0.57m cab depth, hafele hinges, laminated finish) - color to be approved by NLP architect, 3 units | In Figures: |
| Forty-Five Thousand Pesos (Php45,000.00) | |
| 55. 3-Door Pantry Cabinet with lock (3 swing doors, 2m cab ht. 0.45 cab depth, 4 shelves each column, vertically spaced equally, hafele hinges, laminated finish) - color to be approved by NLP architect, 2 units | In Words: |
| | In Figures: |
| Thirty Thousand Pesos (Php30,000.00) | |
| 56. Stone Slab Granite or Quartz White color with 0.03m nosing - to be approved by NLP architect, 3 units | In Words: |





| Forty-Two Thousand Pesos (Php42,000.00) | In Figures: |
|---|--|
| 57. Kitchen Faucet HCG or American Standard, 3 units Eighteen Thousand Pesos (Php18,000.00) | In Words: In Figures: |
| 58. Stainless Sink with accessories teka or franke, 2 units Thirty Thousand Pesos (Php30,000.00) | In Words: In Figures: |
| | Signature over Printed Name Position/Designation |
| | Office Telephone/Fax/Mobile Nos. Email Address/es |

