



Republic of the Philippines  
**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT**  
Regional Office 02  
Regional Government Center, Carig Sur, Tuguegarao City, Cagayan  
Tel. No.: 078.304.5378/304.1978/304-7378, Fax No. : 078.304.9345

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**REQUEST FOR QUOTATION**

November 5, 2019

Procurement Name	:	Procurement of labor and materials For the improvement of the Audio Visual room of DILG R2
Approved Budget for the Contract	:	<u>see attached for ABC for each item</u>
Contractor's Name	:	<u></u>
Address	:	<u></u>

**INSTRUCTIONS**

1. Please quote your best offer for the items listed in the attached Canvass form.
2. Submit sealed quotation duly signed by you or your authorized representative at DILG Regional Office No. 2, Regional Government Center, Carig Sur, Tuguegarao City, Cagayan thru the BAC Secretariat not later than November 11, 2019 at 10:00 AM together with the following documentary requirements:
  - a. Mayor's/Business Permit;
  - b. PhilGEPS Registration Number;
  - c. Income/Business Tax Return;
  - d. Omnibus Sworn Statement;
  - e. PCAB License;
  - f. S Curve.

For any clarification, you may contact Ms. Arianne Bennevic B. Batugal, Chairperson of the BAC Secretariat at (078) 304-7378/1978.

(sgd.)

CATHERINE G. ALLAM-MIRANDA

Alternate BAC Vice Chairperson

“Matino, Mahusay at Maaasahang Kagawaran para sa Mapagkalinga at Maunlad na Pamahalaang Lokal”

Email: [r2dilg@yahoo.com](mailto:r2dilg@yahoo.com); Website: <http://region2.dilg.gov.ph>.



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**CANVASS FORM**

November 5, 2019  
Date

Supplier/Contractor: \_\_\_\_\_  
LBP Account No. : \_\_\_\_\_  
TIN : \_\_\_\_\_

Please quote your lowest price on the items listed below, subject to the General Conditions on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than November 11, 2019 in the return envelope attached herewith.

(sgd.)  
**CATHERINE G. ALI-MIRANDA**  
Alternate BAC Vice Chairperson

- NOTE TO SUPPLIER/CONTRACTOR:**
- 1. ALL ENTRIES MUST BE TYPEWRITTEN / WRITTEN IN INK
  - 2. DELIVERY PERIOD WITHIN SEVEN (7) CALENDAR DAYS
  - 3. WARRANTY SHALL BE FOR A PERIOD OF AT LEAST SIX (6) MONTHS FOR SUPPLIES & MATERIALS  
ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY
  - 4. PRICE VALIDITY SHALL BE FOR A PERIOD OF \_\_\_\_\_ CALENDAR DAYS
  - 5. INDICATE PHILGEPS REGISTRATION NUMBER: \_\_\_\_\_
  - 6. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING SPECIFICATIONS OF THE PRODUCTS BEING OFFERED
  - 7. ALL BIDS SHALL BE SUBMITTED IN SEALED ENVELOPE DULY SIGNED/INITIALED BY THE BIDDER/SUPPLIER
  - 8. PLEASE SPECIFY IF VAT OR NON-VAT
  - 9. IF LEASE TO OWN, CONTRACT IS AT LEAST THREE EQUAL MONTHLY INSTALLMENTS

ITEM No.	ITEM AND DESCRIPTION	QTY	UNIT	ABC	UNIT PRICE
<b>I. General Requirements</b>					
	Mobilization/ Demobilization	1	lot	P 10,500.00	
<b>II. Clearing/Removal</b>					
	Clearing of existing Audio/Video Room	1	lot	P 5,000.00	
	Indirect Cost	1	lot	P 1,562.50	
<b>III. Carpentry Works</b>					
	1"x1"x12" S4 Wood	24	pcs	P 10,800.00	
	Plywood(3/4)marine	15	pcs	P 13,500.00	
	Concealed Hinges	16	pcs	P 5,700.00	
	C.W Nails	2	kgs	P 300.00	
	Black Screw	200	pcs	P 400.00	
	Wood Stck	2	can	P 1,171.50	
	Brackets	40	pcs	P 6,230.00	
	Labor	1	lot	P 11,430.45	
	Indirect Cost	1	lot	P 15,478.74	
<b>IV. Painting Works</b>					
	Wood Putty	5	kgs	P 2,250.00	
	Paint Rollers	8	ltrs	P 3,808.00	
	Wood Stainer	1	can	P 895.00	
	Tinting color	16	pcs	P 7,200.00	
	Thinner	2	ltrs	P 700.00	
	Sand paper	1	rolls	P 150.50	
	Brush	4	pcs	P 2,605.00	
	Roller	2	pcs	P 1,113.00	
	Roller Plate	2	pcs	P 640.50	
	Rags	5	kgs	P 427.50	
	Masking tape	10	pcs	P 4,555.00	
	Newspaper	2	kgs	P 30.00	
	Labor	1	lot	P 7,312.35	
	Indirect Cost	1	lot	P 9,902.14	
	X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X				

Purpose: For the improvement of the Audio Visual room of DILG R2

Brand and Model : \_\_\_\_\_  
Delivery Period : \_\_\_\_\_  
Warranty : \_\_\_\_\_  
Price Validity : \_\_\_\_\_

AFTER HAVING CAREFULLY READ AND ACCEPTED YOUR GENERAL CONDITIONS, I/WE QUOTE YOU ON THE ITEM AT PRICES NOTED ABOVE.

Signature of Canvasser \_\_\_\_\_  
Date \_\_\_\_\_

Signature Over Printed Name of Bidder \_\_\_\_\_  
Tel No./Cellphone No.: \_\_\_\_\_  
e-mail address : \_\_\_\_\_  
Date \_\_\_\_\_