



**REQUEST FOR QUOTATION  
NP- SMALL VALUE PROCUREMENT**

RFQ No. : DSWD7-2023-0696  
Date : May 26, 2023

Company Name : \_\_\_\_\_  
Company Address : \_\_\_\_\_  
Contact Person : \_\_\_\_\_  
Contact No. : \_\_\_\_\_  
PhilGEPS Registration No.: \_\_\_\_\_

**Sir/Madam:**

Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in Annex A. Failure to indicate information could be the basis for non-compliance. Also, kindly furnish us with descriptive brochures, catalogues, literatures and/or samples, if applicable.

If you are the exclusive manufacturer, distributor or agent in the Philippines for the goods listed in Annex A, please attach in your quotation a duly notarized certification to this effect.

Interested service providers are required to submit true copies of their valid **Mayor's/Business Permit & Philgeps Registration Number/Certificate, Valid PCAB License** and **Latest Income Tax Return** upon submission of quotation/s. An **Omnibus Sworn Statement** is required prior to award

Please accomplish and submit this **form** together with **Annex A** and **Bank Information** to the BAC Secretariat, DSWD Field Office VII, Cebu City or send it through facsimile numbers (032) 233-8785; 233-0261; 231-2172 local 140 or 148 or e-mail to bac.fo7@dswd.gov.ph on or before **May 30, 2023 at 10:00AM.**

Very truly yours,  
  
**ENGR. EMMANUEL M. EDLES**  
AO V/Head, Procurement Management Section

**Terms and Conditions:**

- Award shall be made on per:  item basis  total quoted price  lot basis
- Quotation validity shall be not less than **60 calendar days.**
- Good/s or Services shall be delivered **please refer to Annex A**
- Place of Delivery: **DSWD Field Office VII, Carreta, Cebu City**
- Terms of Payment: **within 30 calendar days from the completion of services and receipt of Billing Statement / Sales Invoice.**
- Liquidated Damages/Penalty: **One-tenth of one percent for everyday of delay shall be imposed.**
- In case of discrepancy between total price per item and unit price for the item as extended or multiplied by the quantity of that item, the latter shall prevail.
- Warranty period, if applicable: \_\_\_\_\_

**BONAPARTE D. CASEÑAS II**  
Canvasser

I am interested to quote and agree to the terms and conditions.

\_\_\_\_\_  
(Signature over Printed Name of Supplier / Service  
Provider / Authorized Representative)



DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT  
Field Office VII, Cebu City

Company Name \_\_\_\_\_  
 Company Address \_\_\_\_\_  
 Contact Person \_\_\_\_\_  
 Contact No. \_\_\_\_\_  
 PhilGEPS Registration No.: \_\_\_\_\_  
 Tin Number: \_\_\_\_\_

RFQ No.: **DSWD7-2023-0696**  
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Item No.	Quantity	Unit of Measure	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
1	1	lot	<b>REPAIR AND IMPROVEMENT OF CWC COMMON CR AND GUARDHOUSE</b>				
			<b>BILL OF QUANTITIES</b>				
			<b>1. General Requirements</b>				
			1.1] Mobilization/Demobilization, temporary structures/facilities, enclosures/protections, construction signages, disposal of debris & wastes, health and safety program, utilities and services (1 Lot)				
			<b>2. Repair and Improvement of CWC Common CR</b>				
			2.1] Chipping/removal of existing tiles/flooring and fixtures to include disposal (1 lot)				
			2.2] Demolition/removal/disposal of the existing flag pole (1 lot)				
			2.3] New waterlines, PPR PN20 Pipe, with complete fittings and accessories (1 lot)				
			2.4] New water closet, sloan-type valve, with bidet, tissue & soap holder (2 set)				
			2.5] New lavatory with hanging pedestal and accessories, to include mirror (2 set)				
			2.6] New Urinal with sloan-type flush valve and accessories (1 set)				
			2.7] Diaper changing bed, foldable (1 set)				
			2.8] Tileworks, floor & wall with heavy-duty tile adhesive (Note: wall tiles up to ceiling height w/ border tiles), to include S/S 304 Floor Drain, lobby non-skid tiles and ramp tiles (43 sq.m.)				
			2.9] Repair and improvement of existing 0.90m x 2.10m Solid wooden panel door to complete accessories and signages (2 set)				
			2.10] 0.50m x 0.30m Awning window with 6mm thk bronze glass on aluminum-analok frame (2 set)				
			2.11] CR Ceiling works with cove (7.5 sq.m.)				
			2.12] Electrical works, new lighting system with motion sensor switch and cove ceiling strip lights (2 set)				
			2.13] PWD CR accessories S/S 304 (Grab bars) (2 set)				
			2.14] 2in x 4in x 1.2mm thk BI Rectangular tubing vertical trellis with pedestal, to include S/S 304 2in ramp railings (65 l.m.)				
			2.15] 6mm thk Polycarbonate (Solid) roofing works on 2in square tube framing (6 sq.m.)				
			2.16] Re/Painting works, to include affected areas and roofing (35 sq.m.)				
			2.17] Consumable and other materials (1 lot)				
			<b>3. Repair and Improvement of CWC Guardhouse</b>				
			1] Removal/demolition of existing wall stone décor and plastering works (9 sq.m.)				
			2] Installation of glass blocks (6 pcs)				
			3] Installation of concrete counter, 1.0x0.4mx50mm (1 lot)				
			4] 0.60m x 1.95m Solid wooden panel door with jamb and complete accessories (1 set)				
			5] 0.20m x 1.90m Wooden louver door with jamb and complete accessories (2 set)				
			6] 0.40m x 1.0m Sliding window, 6mmth bronze glass in analok aluminum frame (1 set)				
			7] Ceiling works, 6mm thk ficem board on metal frame (11 sq.m.)				
			8] Rehabilitation/Improvement of roofing, to include roof framing, flashing, ridge roll, gutter and repainting works (15 sq.m.)				
			9] 12mm thk Fiber cement fascia board (15 l.m.)				



10] Cabinetry, 3/4in laminated marine plywood with edging and other accessories (1 lot)			
11] Masonry works for opening needs to be closed and other needed area (1 lot)			
12] Electrical works (5-pinlight, 2-switch, 3-outlets, wires, other materials and accessories) (1 lot)			
13] Flashing, gutter & ridge roll, pre-painted 0.6mm thk (16 l.m.)			
14] Re/Painting works, to include affected area and roofing (75 sq.m.)			
15] Consumable and other materials (1 lot)			
<b>CONTRACT DURATION: 30 Calendar Days</b>			
<b>NOTE: All fixtures will be subjected for approval prior to installation.</b>			
<b>*** PLEASE ATTACH DETAILED ESTIMATES</b>			
<b>General Condition and Requirements</b>			
<b>1. Contractor's Qualification(s)</b>			
a. Contractor must be legally, technically and financially capable.			
<b>2. Contractors Working Hours</b>			
a. All normal work for this contract shall be performed during normal daylight hours. Any Exceptions will require an approval the Regional Director or its authorized representative.			
b. If the nature of works will affect the usual office operations, execution shall be performed after office hours or during weekends.			
<b>3. Contractors Responsibilities</b>			
a. All contractors personnel shall strictly follow the safety and health protocols of the Department.			
b. The Contractor shall employ the required technical key personnel indicated on the contract for the appropriate supervision of the implementation.			
c. The contractor shall perform all the scope of works based on the plans, designs and specifications.			
d. The contractor shall be responsible for the quality assurance and control of all materials during the handling, blending, mixing and placement operations.			
The contractor shall provide Quality Control plan detailing control procedures and frequency of sampling/testing to ensure that all materials and work methods complies the specifications and standards. The Procuring entity shall be provided free access to actual plant production records to show information of designed-mix, materials certifications, sampling and testing reports, if necessary.			
e. Materials and workmanship deemed necessary to complete the works and functionality that is not mentioned in the specifications, working drawings and contract documents, shall be supplied and installed by the Contractor without cost from the owner or Procuring entity. Such materials shall be of the highest quality available and shall be installed or applied in a workmanlike manner as prescribed.			
f. The contractor shall at all times keep the construction area free from waste materials or rubbish. Remove any rubbish within the premises. The contractor shall leave the area or premises in a condition satisfactory to the Owner and/or Engineer/Authorized representative.			
<b>4. Other Requirements</b>			
a. Construction logbook properly filled out and signed with complete data must be submitted to the Owner or Engineer.			
			<b>TOTAL</b>

Approved Budget for the Contract: **Php 515,000.00**

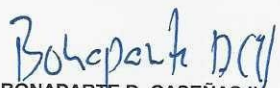
End User: **ADMIN**

PURPOSE : **For Repair and Improvement of CWC/CIS Facilities**

Note:

"Bidder's Specifications" column may be filled up by the service provider or may copy "Articles/Description" stated if applicable.

Note: Procurement procedure in accordance with DSWD-Memorandum Circular No. 2, Series of 2007.

  
**BONAPARTE D. CASENAS H**  
 Cavasser

Signature of Supplier / Authorized Representative Over  
 Printed Name

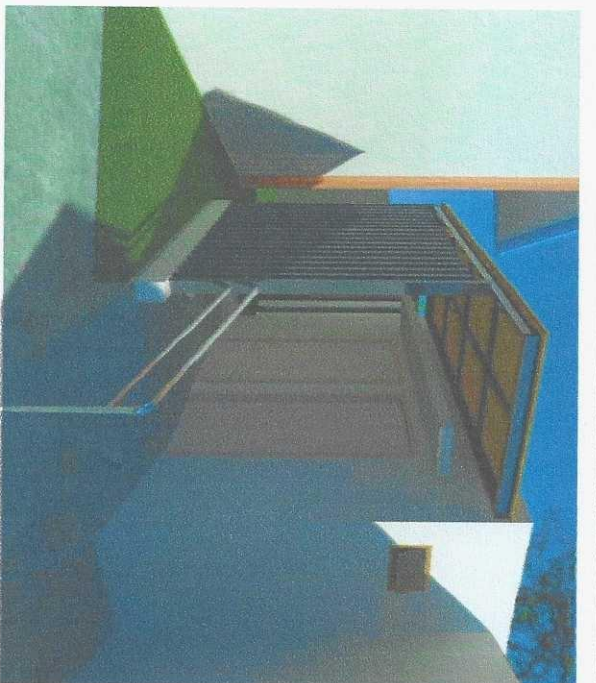




**3 PERSPECTIVE VIEW (INTERIOR)**

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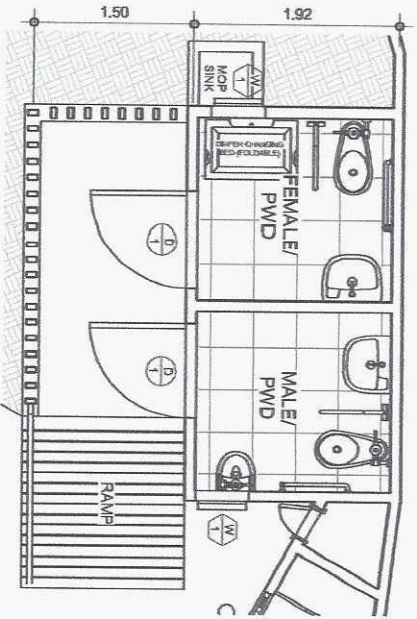
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**2 PERSPECTIVE (EXTERIOR)**

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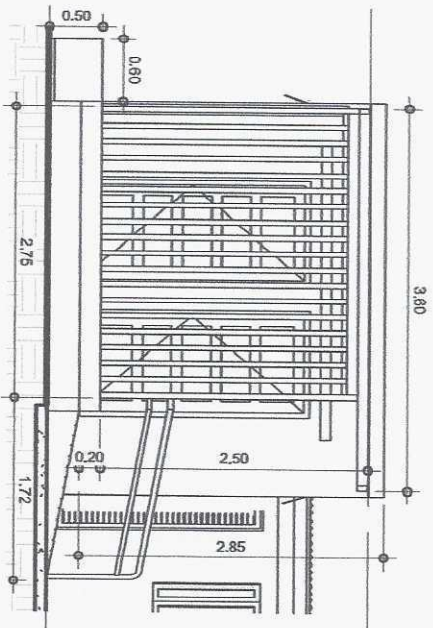
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**1 FLOOR PLAN**

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**4 FRONT VIEW**

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SCALE 1 : 50

DATE	DESCRIPTION / REMARKS	BY







