

Republic of the Philippines

**SCHOOLS DIVISION OFFICE – CITY OF SAN FERNANDO (LU)**

Tanqui, City of San Fernando (La Union)
 Telefax : (072) – 607 4715 Email Address : sanfernando.city1@depd.gov.ph

**REQUEST FOR QUOTATION**

Date : **July 2, 2026**
 Quotation No.: **RFQ-2026-06-076**

(Company Name)

(Address)

Please quote your lowest price on the item/s 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 **July 10, 2026 at 10:00AM** in the return envelope attached herewith


VIC EMERSON C. DANA O
 BAC Chairperson

- Note:**
1. All Entries must be typewritten/handwritten
 2. Delivery period within _____ Calendar Days
 3. Warranty shall be for a period of six (6) months for supplies & materials, One year (1) for equipment, from date of acceptance by the procuring Entity
 4. Price validity shall be for a period of 30 Calendar Days
 5. G-EPS registration certificate shall be attached upon submission of the quotation.
 6. Bidders shall submit original brochures showing certifications of the product being offered
 7. The Approved Budget for the Contract (ABC) for this Project is **Php 274,420.60**
 8. The award shall be made per Item Basis, x **Total Qouted Basis**, or Lot Basis
 9. In case of discrepancy between the Unit Cost and the Total Cost, **Unit Cost shall prevail.**
 10. Bidders shall attach to this RFQ a copy of **Business Permit/Permit to Engage in Business, PhilGEPS Organization ID, Income or Business Tax Return and Notarized Omnibus Sworn Statement.**
 11. Mode of Procurement: **NGPA Section 34: Small Value Procurement**

Item No.	Item Description	Qty	Unit	Unit Price	Total Price
Procurement for the Repair of Lights, Faucets, Bidets, Water Closet, Door Knobs and Glass Door.					
I	I. DIRECT COST				
	General Requirements				
	Doors and Windows	1	lot		
	Roofing Works	16	set		
	Ceiling and Carpentry Works	10	set		
	Electrical Works	1	lot		
	Plumbing Works	1	lot		
	II. INDIRECT COST				
	overhead Expenses				
	Contingencies				
	Miscellaneous				
	Contractor's profit				
	III. Tax				
	<i>Note: Please refer to the attached Program of Works (Bill of Quantities and Detailed Cost Estimate)</i>				
Grand Total:					

After having carefully read and accepted your General Conditions, I/We quote you on the item/s at prices noted above.

Brand and Model : _____
 Delivery Period : _____
 Warranty : _____
 Price Validity : _____

(Printed Name / Signature)

(Tel. No./Cellphone No./E-mail Address)

Canvassed by: _____

(Tax Identification Number (TIN))

**PROGRAM OF WORKS
BILL OF QUANTITIES**

: DIVISION OFFICE			Date: JUNE 2026			
School I.D. :			Budget Allocation:		PHP 274,420.59	
Region :	I		Engineering and Administrative Overhead:			
Division :	SAN FERNANDO CITY, LA UNION		Approved Budget for Contract:		PHP 274,420.59	
Project Title			Completion Period:		30 Calendar days	
REPAIR OF LIGHTS, FAUCETS, BIDETS, WATER CLOSET, DOOR KNOBS AND GLASS DOOR			Minimum Required Manpower:			
			General Foreman	Tile Setter	Welder	
			Carpenter	Mason		
			Helper	Painter		
Location :	TANQUI, SAN FERNANDO CITY, LA UNION		Minimum Required Equipment:			
			Hand Tools			
Item I.D.	Item Description	% of Total	Unit	Quantity	Total Cost	Remarks
	I. DIRECT COST					
	General Requirements		lot	1.00		
	Doors and Windows		set	16.00		
	Roofing Works		set	10.00		
	Ceiling and Carpentry Works		lot	1.00		
	Electrical Works		lot	1.00		
	Plumbing Works		lot	1.00		
	Sub-Total					
	II. INDIRECT COST					
	Overhead Expenses					
	Contingencies					
	Miscellaneous					
	Contractor's Profit					
	Sub-Total					
	III. TAX 5% of (I+II)					
	Sub-Total					
	IV. TOTAL CONSTRUCTION COST (I + II + III)					

Prepared by:

Bidder

**PROGRAM OF WORKS
DETAILED COST ESTIMATE**

PROJECT : REPAIR OF LIGHTS, FAUCETS, BIDETS, WATER CLOSET, DOOR KNOBS AND GLASS DOOR
SCHOOL : DIVISION OFFICE
LOCATION : TANQUI, SAN FERNANDO CITY, LA UNION
OWNER : DEPARTMENT OF EDUCATION

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT COST		TOTAL COST		GRAND TOTAL
				MATERIAL	LABOR	MATERIAL	LABOR	
	GENERAL REQUIREMENTS							
	Mobilization/Temporary Structures, Utilities and Services/Demobilization	lot	1.00					
	Safety and Health	lot	1.00					
	Sub-total							
6.0000	Doors and Windows							
6.0100	Removal of doorknobs	set	7.00					
6.1800	Entrance, Cylindrical Lockset	set	7.00					
6.2000	Hinges, Standard 3-1/2" x 3-1/2" (Cash Unit)-REPAIR DOOR	pa	1.00					
6.2000	Convert 2.0m x 2.5m Swing Glass Door to Sliding Glass Door	set	1.00					
	Sub-total							
8.0000	Roofing Works							
	Removal of Gutter	set	10.00					
	G.I. Gutter, Preformed, Pre-Painted, Use Stock (DTC Extension)	set	5.00					
	Repair G.I Inside Gutters	lot	1.00					
8.1100	Blind Rivets	pc	50.00					
8.1300	Roof Sealant	L	1.00					
	Sub-total							
9.0000	Ceiling and Carpentry Works							
	Repair Ceiling Spandrel	lot	1.00					
	Refurbish Cabinet (Budget Unit)	lot	1.00					
	Sub-total							
10.0000	Electrical Works							
	Wires & Fixtures							
10.1600	3.5 mm ² THHN Wire, Stranded	m	150.00					
10.2700	Duplex Convenience Outlet, Grounding Type, 20A, 250V	set	3.00					
10.3610	LED Fluorescent Light	set	25.00					
10.3400	2 - 28W, 230V, 60Hz, AC Fluorescent Lighting Fixture, (Box Type)	set	1.00					
10.3600	1 -18W, 230V, 60Hz AC, Compact Fluorescent Lighting Fixture with Medium Base Keyless Type Porcelain Receptacle	set	15.00					
10.5500	LED Swivel Head Automatic Emergency Light	pc	3.00					
10.5500	Electrical Tape	pc	5.00					
	Sub-total							
11.0000	Plumbing Works							
	Removal of defective faucets	pcs	15.00					
11.0410	Faucet, Lavatory	set	15.00					
	Removal of broken P-trap	pcs	12.00					
11.0620	S.S. Sink with Strainer and P-Trap	set	12.00					
11.0100	Water Closet Flange	set	7.00					
	Removal of broken angle valve	pcs	10.00					
	3-Way Angle Valve	set	10.00					
11.0300	Urinal 0.8gpf REFURBISH	set	5.00					
	Removal of broken bidet	pcs	5.00					
	Bidet	pc	5.00					
11.4200	Teflon Tape	roll	3.00					
	Sub-total							
I.	DIRECT COST							
II.	INDIRECT COST							
III.	TAX 5% of (I + II)							
IV.	TOTAL CONSTRUCTION COST (I + II + III)							

Prepared by:

Bidder