



Republic of the Philippines  
**City Government of Muntinlupa**  
National Road Putatan Muntinlupa City  
**BIDS and AWARDS COMMITTEE**  
[www.muntinlupacity.gov.ph](http://www.muntinlupacity.gov.ph)

**REQUEST FOR QUOTATION**

10/31/2023  
Quotation No:2023-0609

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Business Permit No.: \_\_\_\_\_

TIN: \_\_\_\_\_

PhilGEPS Registration No.(required): \_\_\_\_\_

The City Government of Muntinlupa, through its Bids and Awards Committee, intends to procure **Purchase and delivery of materials for the 2024 Business Permit renewal fabrication of wooden office tables and cabinets and painting of walls, flooring, cabinets and tables** be undertaken in accordance with **Section 52.1.b** 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.

A copy of the following documents are also required to be submitted along with your quotation/proposal:

<b>1. Mayor's/Business Permit: (Certified True Copy)</b>	<b>3. PhilGEPS Registration (Certified True Copy)</b>
<b>2. Latest Income Tax (Certified True Copy)</b>	<b>4. Certificate of Registration (Certified True Copy)</b>

Quotations/Proposals must be submitted to the BAC Office of the City Government of Muntinlupa for checking & validation.

For any clarification, you may contact **Bids & Awards Committee** at telephone no.(02)8861-1127

**INSTRUCTIONS:**

- (2) Do not alter the contents of this in any way.
- (3) technical specifications with asterisks(\*) are mandatory. Failure to comply with any of the mandatory requirements will disqualify your
- (4) Failure to follow these instructions will disqualify your entire quotation.

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

Procurement Project			Approved Budget for the Contract (ABC)		
Purchase and delivery of materials for the 2024 Business Permit renewal fabrication of wooden office tables and cabinets and painting of walls, flooring, cabinets and tables			TWO HUNDRED FORTY-FOUR THOUSAND NINE HUNDRED SIX PESOS		
			Yes	No	
<b>I. CARPENTRY WORKS</b>					
20	pcs	Plywood 3/4 x 4x8			
30	pcs	Plywood 1/4 x 4x8			
10	pcs	Lumber S4S KD 2x3x10			
20	pcs	Lumber S4S KD 2x2x10			
20	pcs	Lumber S4S KD 1/2 x 2x12			



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30	pcs	Lumber S4S KD 1x3x10				
20	pcs	Drawer Lock				
20	pcs	Drawer Handle				
2	gals	Stickwell wood adhesive				
<b>II. PAINTING WORKS</b>						
30	gals	Rubberized Paint (Crystal Blue)				
12	gals	Epoxy Reducer				
8	tin	Paint Semi Gloss Latex White				
3	tin	Paint Flat Latex (White)				
2	tin	Paint Flat Wall Enamel (White)				
10	ltrs.	ACRY Color Thalo Blue				
2	gals	Polytuff w/ Hardener				
2	gals	Paint Thinner				
2	gals	Glazing Putty				
6	mtrs.	Sand Paper #100				
3	mtrs.	Sand Paper #80				
30	pcs	Sand Paper #120				
10	pcs	Paint Tray				
10	pcs	Paint Roller #7				
15	pcs	Baby Roller #4				
20	pcs	Paint Brush #2				
20	pcs	Paint Brush #1				
5	pcs	Paint Brush #3				
10	kgs	Cotton Rugs				
6	pcs	Putty Knife				
5	pcs	Spatula				
QTY	UNIT OF ISSUE	ITEM DESCRIPTION	QTY	UNIT OF ISSUE	ITEM DESCRIPTION	TOTAL PRICE
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5	pcs	Spatula				
			244,906.00	Total Offered quotation (in Php)	244,906.00	



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**TERMS AND CONDITIONS:**

1. Bidders shall provide correct and accurate information required in this form.
2. Bidders must quote for all or all the items.
3. Price quotation/s must be valid for a period of thirty (30) calendar days from the date 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. Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
7. Any interlineations, erasures overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
8. The Item/s shall be delivered according to the requirements specified in the Technical Specifications.
9. The GSO/Engineering Office shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.

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Signature over Printed Name

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Position/Designation

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Office Telephone No.

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Mobile Phone No./Fax No.

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Email address/es