



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**

Date: 4/8/2025  
Quotation No:2025-0233

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 **Procurement of Supplies, Materials & Tarpaulins for the conduct of 2025 Moving Up Ceremony of Child Development Centers in Muntinlupa City**, which will be undertaken in accordance with **Section 53.9** 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>4. PhilGEPS Registration (Certified True Copy)</b>
<b>2. Omnibus Sworn Statement (original)</b>	<b>5. Certificate of Registration (Certified True Copy)</b>
<b>3. Latest Income Tax (Certified True Copy)</b>	<b>6. Tax Clearance (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:

<b>Procurement Project</b>			<b>Approved Budget for the Contract (ABC)</b>			
Procurement of Supplies, Materials & Tarpaulins for the conduct of 2025 Moving Up Ceremony of Child Development Centers in Muntinlupa City			Three Hundred Forty Nine Thousand Ninety Nine Pesos & 50/100 Only			
QTY	UNIT OF ISSUE	ITEM DESCRIPTION	Compliance		REMARKS	
			Yes	No		
483	pcs	Kids Diploma A, Specialty Paper, Cream 8x11", Colored				
7573	pcs	Kids Diploma B, Specialty Paper, Cream 8x11", Colored				
8056	pcs	Ribbons for Parents, with Blue Tazze and Pin, Yellow				
35	packs	Cable Ticks, Black, Big, 20 Pcs/Pack				
35	packs	Cable Ticks, Black, Medium, 20 Pcs/Pack				



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35	packs	Cable Ticks, Black, Small, 20 Pcs/Pack				
8	packs	Glue Stick, Big, 10/Pack				
2	pcs	Tarpaulin, 40" in W x 120" in L				
1	pc	Tarpaulin, 144" in W x 90" in L				
1	pc	Tarpaulin, 36" in W x 288" in L				
40	rolls	Sablay, roll, 3" (w), 30 yard/roll, native design				
70	pcs	Artificial Flower, 13x8", Yellow, Sunflower, Big Size, Cloth Material				
100	pcs	Artificial Flower, 13x8", Yellow, Sunflower, Medium Size, Cloth Material				
70	pcs	Artificial Flower, Bundle, Bay's Breath, White, Plastic Material				
95	pcs	Artificial Leaf, Big 18"				
40	pcs	Artificial Grass, 16x16", Green				
100	pcs	Floral Foam, Green, 10x4"				
Summary of Approved Budget			OFFERED QUOTATION			
QTY	UNIT OF ISSUE	ITEM DESCRIPTION	QTY	UNIT OF ISSUE	ITEM DESCRIPTION	TOTAL PRICE
483	pcs	Kids Diploma A, Specialty Paper, Cream 8x11", Colored				
7573	pcs	Kids Diploma B, Specialty Paper, Cream 8x11", Colored				
8056	pcs	Ribbons for Parents, with Blue Tazze and Pin, Yellow				
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1	pc	Tarpaulin, 144" in W x 90" in L				
1	pc	Tarpaulin, 36" in W x 288" in L				



**TERMS AND CONDITIONS:**

- Signature over Printed Name

Position/Designation

Office Telephone No.

Mobile Phone No./Fax No.

Email address/es