



Republic of the Philippines
Presidential Communications & Operations Office
NATIONAL PRINTING OFFICE
Edsa corner NIA North Road, Diliman, Quezon City
Telephone and Fax No. 925-2192
E-mail Address: npo.bacsecretariat@gmail.com

REQUEST FOR QUOTATION

Date: September 20, 2018
PR.No.: 18-07-0537 (SVP)
ABC: P989,377.00

Name of Company: _____
Address: _____
Business Permit No.: _____
TIN No.: _____
Contact Nos. [Landline/Cellphone Nos./Email Add]: _____

Please quote your best offer most beneficial to National Printing Office (NPO) for the item/s described below, subject to the Terms and Conditions provided at the dorsal portion of this request for quotation. Submit your quotation duly signed by you or your representative not later than **September 26, 2018 (3:00 PM)**.

Open quotations may be submitted, manually or through facsimile or email at the address and contact numbers indicated above.


ENGR. NEIL L. MACARAEG
BAC Chairman

TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. Bidders may quote for any or all 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), or best offer most beneficial to National Printing Office (NPO) which complies with the minimum technical specifications and other terms and conditions stated herein.
7. Any interlineations, erasures or 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 within forty five (45) calendar days from receipt of purchase order.
9. The NPO Inspectorate Group shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
10. Liquidated damages equivalent to one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The NPO Inspectorate Group shall rescind the contract once the cumulative amount of the liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.
11. Bidders must also submit the following:
 - a. Current Mayor's Permit/Business License
 - b. Tax Clearance issued by BIR
 - c. Philgeps Certificate of Registration
 - d. Certified true copy of Latest Income/Business Tax Returns with proof of receipt from BIR
 - e. Omnibus Sworn Statement as prescribed by the GPPB with Notarized & photo copy attached of any government issued ID
 - f. Valid PCAB License (Infra.)

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

ITEM DESCRIPTION	Quantity (QTY)	Approved Budget for the Contract (ABC)	OFFER					
			PRICE			Compliance with Technical Specifications		REMARKS
			QTY	Unit Price	Total Price	Yes	No	
Repair & Improvement at the Property Section Area, Administrative Division.	1 Lot	P989,377.00				[]	[]	

NPO Supply Division Scope of Works / Particular Specifications

	NOTE TO THE BIDDER:	
	PLEASE INDICATE "0" IF WORK ITEM NOT REQUIRED IN THE BID	
	DETAILED WORK ITEMS	SPECIFICATIONS
00	GENERAL REQUIREMENTS	
	a. Mobilization and Demobilization	
	b. Site Management and Safety Program	
	c. Gen. Cleaning/Hauling Debris	
01	SITE WORKS	

	a. Existing Steel Matting Partitions	
	• Demolition and Disposal of affected Drywall Partitions	
	• Demolition and Disposal of Affected Existing Doors	
	• Restoration of Affected Existing Steel Framed Windows	
	• Restoration Existing Window Swing Mechanism	
	• Replacement of Broken Glass	
02	ARCHITECTURAL WORKS	
	a. Supply of Labor and Materials for the Installation of Drywall Partitions (Double Wall)	Using 6mm Ficem board on 75mm x 0.6mm Metal Framings: Vertical Frame at 400 mm Spacing (O.C) and 600mm Maximum Horizontal Frame Spacing
	b. Supply of Labor and Materials for the Installation of 125mm CHB Wall	Using 5" CHB with Rebar Reinforcement
	c. Provision of New Toilet and Pantry Fixtures	Supply & Installation of New Toilet and Pantry Fixtures
03	DOORS AND WINDOWS	
	a. Supply and Installation of Flush Doors	44.5 mm thk. HPL Laminated Flush Core door with 6 mm. thk. Marine plywood on both plywood on both sides on KD tanguile frame and accessories. Proposal shall include Lever Type Door Hardwares Glass doors locks, door closers & hinges inclusive at door costings
04	FINISHES	
	1. White "straight from the can" semi gloss paint finishes	For New Dry Wall Partitions (1 coat Primer, 2 coats Semi-Gloss)
		Repainting of Affected Existing Masonry and Drywall Partitions (1 coat Primer, 1 Coat Semi Gloss)
	2. Supply & Installation of Wall and Flooring Finishes	Supply & Installation of Non-homogenous tiles for new toilet walls and floorings
05	MECHANICAL WORKS	
	Supply of 1 Unit AC System	Supply and Installation of 2.5TR Ceiling Suspended or Wall Mounted Split Type AC Unit c/w all necessary fittings and condensate drains to complete the system
06	ELECTRICAL WORKS	Supply & Installation of all necessary additional power and lighting system including feeder lines for the new AC Unit and new enclosed rooms.

NPO Supply Division Scope 1 – Detailed Price Breakdown

NOTE TO THE BIDDER:

PLEASE INDICATE "0" IF WORK ITEM NOT REQUIRED IN THE BID

DETAILED WORK ITEMS

DIV.	SCOPE of WORKS and SPECIFICATIONS	QUANTITY	UNIT	MATERIALS		LABOR		LUMP SUM COST
				Unit Cost	Cost	Unit Cost	Cost	
1	GENERAL REQUIREMENTS							
	A. Mobilization and Demobilization		Lot					
				Sub-Total				
	B. Site Management and Safety Program		Lot					
				Sub-Total				
	C. Gen. Cleaning/Hauling of Debris		Lot					
	• Clearing/Cleaning, removal, hauling and disposal of construction debris from time to time (during and after construction works) up to turn-over							
				Sub-Total				
	Sub-Total (GENERAL REQUIREMENTS)							

01	SITEWORK							
	A. Demolition and Dismantling Works on areas affected to implement proposed plans							
	a. Existing Steel Matting Partitions	20.38	m2					
	b. Existing Wall for Access	2.00	lot					

	Door							
	c. Pipe Ways for Sanitary and Water Supply	16.00	m-d					
	Sub-Total (SITEWORK)							
02	ARCHITECTURAL WORKS							
	Note:							
	<ul style="list-style-type: none"> Inclusive of all accessories and consumables, i.e. nails, glue and others. 							
	Partition Works							
	a. 12mm Gypsum Board Drywall on 76mm x 0.6m Metal Stud (Double Wall)							
	1. 100 mm thk.	27.24	m2					
	b. 6 mm Ficem Board Drywall on 76mm x 0.6mm Metal Stud (Double Wall) on 100 mm high Zocalo							
	1. 100 mm thk	32.50	m2					
	Ceiling Works (Toilet)							
	a. 9mm Gypsum Board Ceiling on 76mm x 0.6mm Metal Furring	6.26	m2					
	Tile Works							
	a. 30 x 60 Wall Tiles (@Drywall)	49.20	m2					
	b. 30 x 30 Floor Tiles	6.26	m2					
	Sub-Total: ARCHITECTURAL WORKS							
03	DOORS and WINDOWS							
	Doors							
	1.D – 01 – 800 mm width Ordinary Flush Swing Door	1.00	Set					
	2.D -02 – 700mm width PVC Flush Swing Door	2.00	Set					
	Sub-Total: DOORS and WINDOWS							
04	FINISHES							
	Painting Works							

	a. New Dry Wall Partitions (1 coat Primer, 2 Coats Semi-Gloss)	79.34	m2						
	b. Repainting of Affected Existing Masonry and Drywall Partitions (1 coat Primer, 1 coat Semi-Gloss)	325.13	m2						
	c. New Ceiling @ Toilets (1 coat primer, 2 Coats Flat Latex)	6.26	m2						
	d. Repainting of Affected Existing Ceiling (1 coat Primer, 1 Coat Flat Latex)	181.04	m2						
	e. Repainting of Existing Flooring (2 Coat Epoxy Rubberized Paint)	181.04	m2						
	Sub-Total: FINISHES								
05	STRUCTURAL								
	1. Concrete Zocalo @ Toilets (200mm Thk x 100mm High)	15.07	m						
	Sub-Total: STRUCTURAL								
06	FURNITURES and FIXTURES								
	Toilet Fixtures								
	1. Water Closet	2.00	Set						
	2. Bidet Set	2.00	Set						
	3. Lavatory (Wall Mounted)	2.00	Set						
	4. Kitchen Sink	1.00	Set						
	5. Faucet (Lavatory/Sink)	3.00	Set						
	6. Faucet (Wall mounted)	2.00	Set						
	7. Floor Drain (Stainless)	2.00	Set						
	Sub-Total: FURNITURES and FIXTURES								
07	CARPENTRY								
	Kitchenette (Supply and Install Countertop, Under Counter Cabinet and Overhead Cabinet)	1.00	lot						

	Sub-Total: FURNITURES and FIXTURES								
08	SANITARY and PLUMBING								
	1. Sanitary Line	1.00	Lot						
	2. Water Supply Line	1.00	Lot						
	Sub-Total: SANITARY and PLUMBING								
09	ELECTRICAL								
	1. Toilets Lighting	1.00	Lot						
	2. Additional C.O. (Pantry)	1.00	Lot						
	3. Mechanical Supply Provision	1.00	Lot						
	Sub-Total: ELECTRICAL								
10	MECHANICAL								
	Airconditioning System (2.5 Tr. Ceiling Suspended or Wall mounted)	1.00	Lot						
	Sub-Total: MECHANICAL								
	TOTAL: CIVIL/ ARCHITECTURAL / ELECTRICAL/ MECHANICAL / SANITARY WORKS								
	Vat								
	TOTAL PROJECT COST:								Php989,377.00

NOTE: Please see BAC Secretariat for Lay-Out Plan.

Signature over Printed Name

Position in the Company