



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: October 03, 2018
PR.No.: 18-09-0655 (SVP)
ABC: P999,509.84

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 **October 08, 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 fifteen (15) 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	
NPO Atrium Enhancement Project	1 Lot	P999,509.84				[]	[]	

NPO Atrium Enhancement Scope of Works / Particular Specifications

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							Included
	Subtotal (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. Supply of Labor & Materials for the Application of Epoxy Rubberized Paint (Epoxy Gray)	141.00	M2					
	b. Supply of Labor & Materials for the Installation of Under Stair BGM Control Room	1.00	Lot					
	c. Supply of Labor & Materials for the Installation of Atrium Rolled Form Vinyl	529.20	M2					
	d. Supply of Labor & Materials for the installation of Atrium Wiring Services Cladding	1.00	Lot					
	e. Supply of Labor & Materials for the Repainting of Walls for the Whole Atrium including Lobby Areas	696.50	M2					
	f. Supply of Reception Lounge Seatings and Table (2 Chairs and 1 Center Table)	1.00	Lot					
	Sub-Total: ARCHITECTURAL WORKS							
	TOTAL: CIVIL / ARCHITECTURAL WORKS							
	Vat							
	TOTAL PROJECT COST							

NPO Atrium Enhancement Scope of Works / Particular Specifications

	NOTE TO THE BIDDER:	
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	DETAILED WORK ITEMS	SPECIFICATIONS
00	GENERAL REQUIREMENTS	
	a. Mobilization and Demobilization	
	b. Permits and Licenses (Peza; Building & Occupancy Permits)	
	c. Cleaning/ Clearing/ Hauling (Daily)	
	d. Temporary Facilities and Utilities (Electrical & Water Consumption)	
	e. Fire Extinguishers during construction	
	f. Security Guard	
	g. Safety Officer	
	h. Protective Materials	
	i. Vetting Fee/ Construction Bond (By Client)	
	j. Asbuilt plans and O&M Manuals	
	k. Others (provide breakdown)	
	l. Demolition Works	
	m. Site Management	
	n. Professional cleaning – PRIOR TO TURN-OVER	
	o. Project Overhead	
	p. Hauling and Disposal of Garbage	
01	SITE WORKS	
	a. Demolition and Disposal of Affected Existing Ceiling Works	
	b. Demolition and Disposal of Affected Masonry Walls	
02	FLOORING WORKS	
	Ceiling Works	
	a. Supply of Labor and Materials for the Installation of Rolled Vinyl Flooring	Using 2.0mm Rolled From Vinyl

	Glass Works	
b.	Supply and Installation of 12mm Glass Panel Partitions	Using 12mm Tempered Laminated Glass Partition
03	FINISHES	
a.	White "Straight from the can" semi-gloss paint finishes	For Repainting of Atrium Walls (1 coat Primer, 1 Coats Semi-Gloss)
b.	Gray "Straight from the can" Epoxy Flooring Paint	For Repainting (2 coats)