



**Republic of the Philippines**  
**Department of Education**  
 NATIONAL CAPITAL REGION  
 SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

June 11, 2025

**REQUEST FOR PRICE QUOTATION (RFQ)**

Please quote your lowest price, inclusive of taxes on the item/s listed below, not higher than **Fifty Four Thousand One Hundred Ninety Two Pesos and Forty Three Centavos (P 54,192.43)** being the Approved Budget for the Contract (ABC) and **submit the signed and sealed quotation** to the Office of the BAC Chairperson, thru the Receiving Section of the SDO, **on or before June 16, 2025; 10:00 am**. Quotations higher than the ABC shall be rejected.

For more information, please contact **Ms. Lourdes V. Rodilla/Mr. Joseph D. Nilo/Ms. Joiche I. Luna**, BAC Secretariat Members at Telephone Number (02) 8423-7560/8423-7561/8423-7562 local 129/120/113 or at [sdomuntinlupabacsec@gmail.com](mailto:sdomuntinlupabacsec@gmail.com) .

  
**LILIA A. RICERO EDD**  
 BAC Chairperson

Item No.	Qty.	Unit	Item Description	Price		
				ABC	Quote	
					Unit	Total
<b>REPAIR OF STOCK ROOM TO BE USED/CONVERTED TO GENDER AND DEVELOPMENT (GAD) ROOM</b>						
1	1	lot	<b>Doors and Windows</b> Window Blinds 160 cm x 240 cm  <b>Electrical Works</b> LED Lighting Fixtures  <b>Painting Works</b> Latex, Flat Latex, Semi Gloss Paint Brush, 3 Inches Baby Roller	P 54,192.43		
<b>TOTAL</b>				<b>P 54,192.43</b>		

Terms of Payment: Payment shall be made by the Procuring Entity through Lan Bank's LDDAP-ADA/Bank Transfer Facility or through Land Bank's cheque whichever is the preferred payment of the supplier, not later than sixty (60) days after submission of an invoice or claim by the Supplier. Bank Transfer fee shall be charged against the creditor's account.	
Contract Duration	<b>5 Calendar Days</b>
Mayor's Permit No.: Issued on: Issued at:	Contact Number: Landline No.: Mobile No.:
SEC/CDA/DTI Registration No.:	Name of Owner/Authorized Representative:
PhilGEPS Registration No.:	Signature:

**Important Terms:**

- Photocopy of the valid Business Permit/Mayor's Permit
- Photocopy of PhilGEPS Registration
- Photocopy of PCAB License
- Photocopy of Income Tax Return (if the ABC is above PhP 500,000.00)
- 2 **original** copies of Notarized Omnibus Sworn Statement (if the ABC is above PhP 50,000)

All Technical Specifications are mandatory. Suppliers shall indicate the brand, model and complete specification of the offered commodity. The form must be signed by the owner/authorized representative. ***Should there be submission of a separate quotation with a different declared amount, the quote in the RFQ prevails.***

Prospective Suppliers must provide ***three copies of the required documents*** (technical and financial), consisting of ***one original copy and two photocopies in separate long brown envelopes, all enclosed in a single signed and sealed envelope.***

***Failure or non-compliance to the above-cited pre-requisites shall be ground for the supplier's disqualification.***

***The attached title page is intended to be placed in front of the signed and sealed envelope.***



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**Bids and Awards Committee (BAC)**

**RFQ-2025-018**

**Repair of Stock Room to be Used/Converted to  
Gender and Development (GAD) Room**

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

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

Landline/Mobile Number : \_\_\_\_\_

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

Name and Signature of  
Authorized Representative : \_\_\_\_\_

**DO NOT OPEN BEFORE JUNE 16, 2025 at 10:00 AM**

**PROGRAM OF WORKS  
BILL OF QUANTITIES**

<b>School</b> :SDO MUNTINLUPA CITY			<b>Date:</b> June 4, 2025					
<b>School I.D</b> :N/A			<b>Budget Allocation:</b> PHP 54,192.43					
<b>Region</b> :NCR			<b>Engineering and Administrative Overhead:</b>					
<b>Division</b> :MUNTINLUPA CITY			<b>Approved Budget for the Contract:</b> PHP 54,192.43					
<b>Project Title :</b>  <b>REPAIR OF STOCK ROOM TO BE USED / CONVERTED TO GAD ROOM</b>			<b>Completion Period: 5 calendar days</b>					
			<b>Minimum Required Manpower:</b>					
			General Foreman		Carpenter			
			Helper		Painter			
<b>Location :</b> Centennial Avenue, Tunasan, Muntinlupa City			<b>Minimum Required Equipment:</b>					
			Hand Tools					
ITEM NO.	Item Description	% of Total	Unit	Quantity	Total Cost	Remarks		
<b>I. DIRECT COST</b>								
	GENERAL REQUIREMENTS		lot	1.00				
6.00	Doors and Windows		lot	1.00				
10.00	Electrical Works		lot	1.00				
13.00	Painting Works		lot	1.00				
	<b>Sub-Total</b>							
<b>II. INDIRECT COST 22% of (I-Gen)</b>								
	Overhead Expenses (8%)							
	Contingencies (3%)							
	Miscellaneous (1%)							
	Contractor's Profit (10%)							
	<b>Sub-Total</b>							
	<b>III. TAX 5% of (I+II)</b>							
	<b>IV. TOTAL CONSTRUCTION COST (I + II + III)</b>	<b>100.00%</b>						

Prepared by:

\_\_\_\_\_  
Bidder/Contractor

**PROGRAM OF WORKS**  
**DETAILED COST ESTIMATE**

PROJECT : REPAIR OF STOCK ROOM TO BE USED / CONVERTED TO GAD ROOM  
 SCHOOL : SDO MUNTINLUPA CITY  
 LOCATION : Centennial Avenue, Tunasan, Muntinlupa City  
 FUNDING SOURCE : Maintenance and Other Operating Expenses (MOOE)  
 PROJECT DURATION : 5 Calendar Days

I.D. NO	DESCRIPTION	UNIT	QTY	UNIT COST		TOTAL COST		GRAND TOTAL
				MATERIAL	LABOR	MATERIAL	LABOR	
	<b>GENERAL REQUIREMENTS</b>							
	Mobilization/Temporary Structures, Utilities and Services/Demobilization	lot	1.00					
	Safety and Health	lot	1.00					
	<b>Sub-total</b>							
6.00	<b>Doors and Windows</b>							
	Window blinds 160cm x 240cm	set	1.00					
	<b>Sub-total</b>							
10.00	<b>Electrical Works</b>							
	LED Lighting fixtures	set	1.00					
	<b>Sub-total</b>							
13.00	<b>Painting Works</b>							
	Latex, Flat	gal	2.00					
	Latex, Semi Gloss	gal	2.00					
	Paint Brush 3 inches	pc	2.00					
	Baby Roller	pc	2.00					
	<b>Sub-total</b>							
I.	<b>DIRECT COST</b>							
II.	<b>INDIRECT COST 22% of (I - Gen. Req.)</b>							
III.	<b>TAX 5% of (I + II)</b>							
IV.	<b>TOTAL CONSTRUCTION COST (I + II + III)</b>							

Prepared by:

\_\_\_\_\_  
Bidder/Contractor