



Republic of the Philippines  
Province of Pampanga

**City of San Fernando**

**Office of the Bids and Awards Committee**

**REQUEST FOR QUOTATION**

*(FM-CSFP-CGSO-39; Revision No.03; 04/01/2022)*

Project Title : **Supply and Delivery of Plumbing Materials to be used for the Repair and Maintenance of NCDC Sindalan in the City of San Fernando, Pampanga**  
Location of the Project : **City Social Welfare and Development Office**

\_\_\_\_\_  
Company Name Date : **Oct 24, 2023**  
PR No. : **2023-10-02498**  
\_\_\_\_\_  
Address

Please quote your lowest price on the item/s listed below and submit your quotation duly signed by your representative not later than **Tuesday, October 31, 2023 10:00 AM** at **CGSO Building, New Public Market, Del Pilar, City of San Fernando, Pampanga.**

Canvassed by: **Lorraine Kate M. Escoto** Approved by:   
**Engr. Michael N. Quizon, Jr.**  
**BAC Chairperson**

- NOTE:**
1. ALL ENTRIES MUST BE READABLE
  2. DELIVERY PERIOD WITHIN \_\_\_\_\_ CALENDAR DAYS
  3. WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY
  4. PRICE VALIDITY SHALL BE FOR A PERIOD OF \_\_\_\_\_ CALENDAR DAYS

Item No.	Qty	Unit	Item Description	Remarks	Unit Price	Total
1	15	pc(s)	Brass Faucet			
2	2	pc(s)	Water Tank Fittings			
3	4	pc(s)	Angle Valve 1/2 x 1/2			
4	4	pc(s)	Lavatory Short Neck			
5	6	pc(s)	Flexible Hose (Short) 1/2 x 1/2 (12 inches)			
6	3	pc(s)	Angle Valve Duplex 1/2 x 1/2 x 3/8			
7	4	pc(s)	Bidet			
8	3	set(s)	Toilet Suitable for Kindergarten			
9	3	set(s)	V-trap			
10	20	pc(s)	Teflon Tape			
11	4	pc(s)	Angle Fitting Side Mount Toilet Lever			
12	2	pc(s)	Push Flusher			
13	2	pc(s)	Vulca Seal			



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Item No.	Qty	Unit	Item Description	Remarks	Unit Price	Total
14	20	pc(s)	Coupling G. I 1/2			
15	5	pc(s)	PVC Pipe 1/2 (Blue)			
16	1	pc(s)	Double sink p-trap			
17	3	pc(s)	Silicon			
<b>Total Amount:</b>						

After having carefully read and accepted your General Conditions, I quote you on the item at prices noted above.

\_\_\_\_\_  
Printed Name/ Signature

\_\_\_\_\_  
Tel No./ Cellphone No.

\_\_\_\_\_  
Date

## TERMS OF REFERENCE

Project Title : **Supply and Delivery of Plumbing Materials to be used for the Repair and Maintenance of NCDC Sindalan in the City of San Fernando, Pampanga**

Project Location: **City of San Fernando, Pampanga**

**Background:** As written in Section 15-General Welfare- of Republic Act (RA) 7160 known as the Local Government Code of 1991 – “Within their respective territorial jurisdictions, local government units shall ensure and support, among other things, the preservation and enrichment of culture, promote health and safety, enhance the right of the people to a balanced ecology, encourage and support the development of appropriate and self-reliant scientific and technological capabilities, improve public morals, enhance economic prosperity and social justice, promote full employment among their residents, maintain peace and order, and preserve the comfort and convenience of their inhabitants”.

The Construction and Maintenance Division of the City Engineer’s Office is responsible for implementation, administration of construction, repair and maintenance of roads, bridge, drainage system, public building and other structures/facilities of public usage within the city.

The function of the Division does not end on public buildings and structures. We believe that repair and maintenance of infrastructure projects at various barangays that are initiated by non-government organizations and/or individuals but are benefitting the whole community needs the support from the City Government. Thus, plumbing materials to be used for the repair of city government facilities is proposed.

**Objective/s:** The main goal of the project is to perform the Division mandate and/or function for the effective and efficient repair and maintenance of building and other structure/facilities for public usage within the City of San Fernando, Pampanga.

**Approved Budget** :Sixty Eight Thousand Seven Hundred Two and 42/100 PESOS (Php. 68,702.42)

### **Minimum Requirement for the Supplier**

1. The Supplier must ensure the specifications of requirements indicated in the Bill of Materials as follows:

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DESCRIPTION	QUANTITY	UNIT	UNIT COST	AMOUNT
Brass Faucet	15	pcs	354.90	5,323.50
Water Tank Fittings	2	Pcs	273.00	546.00
Angle Valve 1/2x1/2	4	Pcs	425.88	1703.52
Lavatory Short Neck	4	Pcs	564.20	2256.80
Flexible Hose (Short) ½ x ½ (12 inches)	6	Pcs	182.00	1092.00
Angle Valve Duplex 1/2x1/2x3/8	3	Pcs	546.00	1638.00
Bidet	4	Pcs	637.00	2548.00
Toilet suitable for kindergarten	3	sets	14,272.70	42818.10
V-trap	3	Sets	185.90	557.70
Teflon Tape	20	Pcs	19.50	390.00
Angle Fitting Side Mount Toilet Lever	4	Pcs	445.90	1783.60
Push Flusher	2	Pcs	197.60	395.20
Vulca Seal	2	pcs	1183.00	2366.00
Coupling G.I. ½	20	Pcs	139.10	2782.00
PVC Pipe ½ (Blue)	5	Pcs	156.00	780.00
Double sink p-trap	1	Pcs	630.00	630.00
Silicon	3	pcs	364.00	1092.00
<b>TOTAL</b>				<b>68,702.42</b>

2. The supplier must be compliant with the IATF Health and Safety Protocols.
3. The Supplier must follow the procurement, delivery and inspection procedure set by the City Government of San Fernando, Pampanga for procured good and services.

#### **Deliverables by the Supplier and City Government**

The deliverables of the supplier shall be as follows:

- a. Provide the quantity of plumbing materials being required by the project/ program; and
- b. Strictly follow the specifications and timely provision of requirements based on the delivery schedule.

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The deliverables of the City Government shall be as follows:

- a. On- time payment of the supplier i.e., 15 days after delivery regardless if the delivery is per month or Ordering Agreement.
- b. End- user shall monitor the delivery and completeness of requirements and documents to avoid delays.
- c. The Procurement Officer shall assist in the monitoring, delivery and on- time payment of the supplier.
- d. Provide necessary and readily- available documents such as during the conduct of post- audit.
- e. Evaluate the performance of the supplier/ contractor and in case there is a violation to the Contract/ Agreement, prepare a Verified Report.

Prepared by:

  
**AIMERIE G. SAMPANG**  
Procurement Officer

Noted by:

  
**Engr. ANELE C. DAVID**  
City Engineer

Conforme:

\_\_\_\_\_

*Note: This TOR shall form part of the Contract and should be strictly followed by both parties otherwise; the implementation of the project/program might be affected as well as the performance of the supplier/contractor.*