



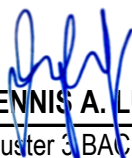
REQUEST FOR PROPOSAL

Solicitation No.: 325-113

Project Title:	Provision of Labor and Materials for the Installation of Aluminum Frame Glass Wall/Partition at BU College of Science Bldg. 3		
ABC:	One Hundred Fifteen Thousand and 00/100 Pesos (₱ 115,000.00)	Fund Source:	Fund - 05
Mode of Procurement:	Negotiated Procurement under Small Value Procurement (Section 53.9)	Mode of Evaluation:	BY LOT
Implementing Office/ End-user/s:	BU College of Science PROF. PHIL V. MORANO, Asst. Prof. I	Delivery Period:	45 Days Upon Receipt of Letter Order (LO)
Required Document/s:	☒ Mayor's Permit ☒ DTI / SEC Registration ☒ Omnibus Sworn Statement Supported by Secretary Certificate <u>for CORPORATION</u> (if LCRB/SCRB and ABC is ₱ 50,000.00 Above); ☒ Special Power of Attorney <u>for PARTNERSHIP</u> if Authorizing his/her Partner or a Representative (if LCRB/SCRB and ABC is ₱ 50,000.00 Above); ☒ Special Power of Attorney <u>for SOLE PROPRIETORSHIP</u> if Authorizing a Representative (if LCRB/SCRB and ABC is ₱ 50,000.00 Above)		
	☒ PhilGEPS Registration Number ☒ Updated /Latest TAX Clearance		

Sir/Madam:

Please quote your lowest price on the item/s listed below, subject to the Terms and Conditions provided in the last portion, stating the shortest time of delivery, and submit your quotation duly signed by your representative not later than **Oct 20, 2025 12:00 NN** sealed in an envelope. Failure to submit with this form the above-listed eligibility requirements with the check(☒) shall automatically disqualify the bids.


DENNIS A. LUNAS
 BU Cluster 3 BAC Secretary



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

ITEM	QTY	UOM	DESCRIPTION	ABC (PHP)	Compliance to Specifications		REMARKS	U/PRICE
					YES	NO		
1	1	LOT	Labor and Materials for the Installation of Aluminum Frame Glass Wall	115,000.00				
			SCOPE OF WORK The contractor shall provide materials, tools, labor, and other necessary services and equipment required in order to complete the installation of aluminum frame glass wall at BUCS-B3 Room 3106 (Lecture Room) • White aluminum 1 3/4", powder coated frame, 6mm frosted glass, non-tempered • See attached photo for measurements and design					
Nothing follows...								
Delivery Compliance:		☐ YES ☐ NO		TOTAL BID PRICE:				
Payment Term:				Price Validity:				

Printed Name / Signature

Tax Identification Number (TIN) / Tax Type

Contact Number

Email Address



TERMS & CONDITIONS

- 1 All entries must be typewritten or in BLOCK LETTERS;
- 2 Bidders shall provide the correct and accurate information required in this form.
- 3 The following shall be observed in accomplishing the Quotation/Proposal forms:

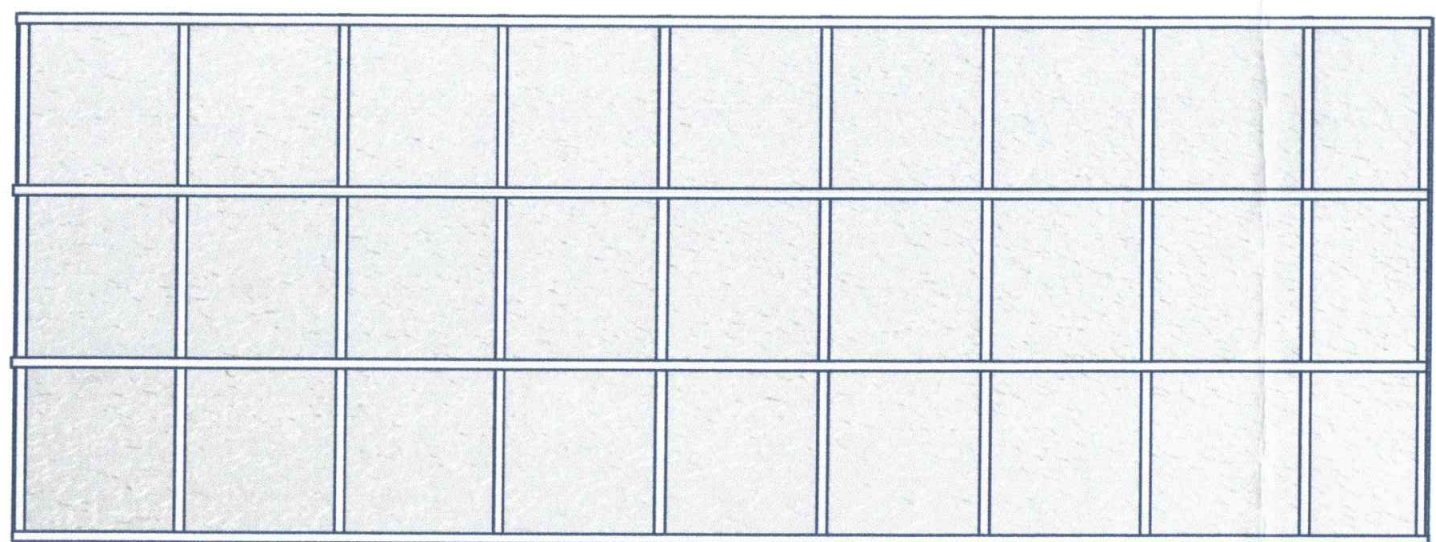
ITEM	QTY	UOM	DESCRIPTION	ABC (PHP)	Compliance to Specifications		REMARKS	U/PRICE
					YES	NO		
1							②	③
Delivery Compliance:			TOTAL BID PRICE:		④			
Payment Term:			Price Validity:					

1. Check or put COMPLIED / NOT COMPLIED in the "YES" or "NO" if compliant with the specifications or not;
2. State the brand/model offered and/or alternate offer if checked "NO" or NOT COMPLIED in the compliance;
3. State the Unit Price in accordance with the UOM;
4. State the TOTAL Bid Price for all items with the bid.

- 4 Detailed literature or brochure of the offer, as may be applicable, shall be submitted to support the statement of compliance with the technical specifications;
- 5 Price quotation/s must be valid for a period of **45 CALENDAR DAYS** from the submission date.
- 6 Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties, and/or levies payable, and quotations exceeding the Approved Budget for the Contract shall be rejected.
- 7 **Cash on Delivery (C.O.D.) as payment term is not allowed per agency Accounting Policy.**
- 8 Bids with no Payment Term and/or Delivery Term indicated shall be understood to be in adherence with the standard Government Terms and/or conditions stipulated in these forms;
- 9 Award of the contract shall be made to the lowest quotation that complies with the minimum technical specifications and other terms and conditions stated herein;
- 10 Proposal/Quotation forms issued by the designated canvasser or those acquired electronically, either downloaded from the BU website or the PhilGEPS or requested through e-mail, shall bear the original signature over the printed name of the authorized
- 11 Submission of proposal/quotation forms through e-mail shall be allowed, specifically for suppliers outside the Province of Albay, provided that the original signed forms shall be transmitted to the CS-BAC Secretariat through courier; non-receipt of which shall
- 12 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;
- 13 The document requirements which shall be submitted with the proposals/quotations shall be per Annex "H", Appendix A (*Documentary Requirement for Alternative Methods of Procurement*) of the 2016 IRR of R.A. 9184; the notarized Omnibus Sworn Statement shall be submitted by winning bidder (for ABC's above ₱ 50,000.00);
- 14 Proposals and documents shall be submitted to the following address:

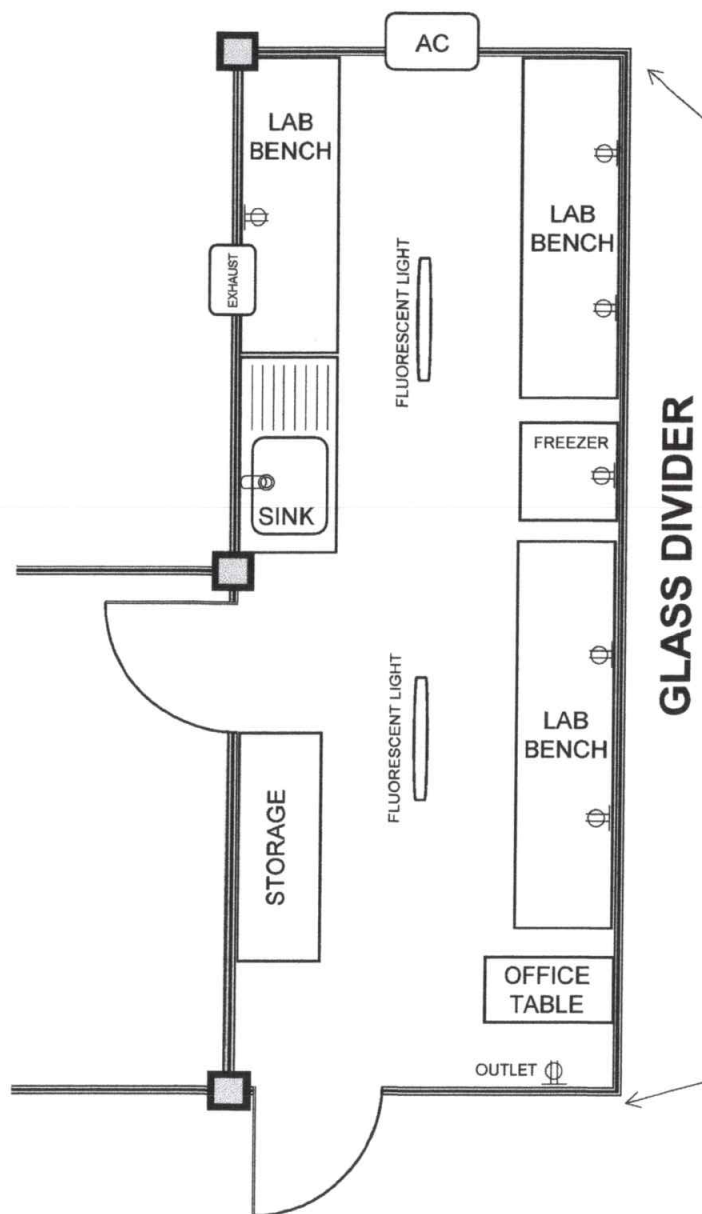
The BU Cluster 3 BAC Chairperson
BU Cluster 3 BAC Secretariat Office,
BU College of Science Bldg. 4, BU Main Campus, Legazpi City
Contact No.: 0985 801 6645
Email: bu-cluster3bac@bicol-u.edu.ph

- 15 The Bicol University-BAC shall have the right to inspect and/or test the goods to confirm their conformity to the technical requirements.
- 16 Implementation of the project shall follow the provisions of the Revised Rules and Regulations of R.A. 9184.

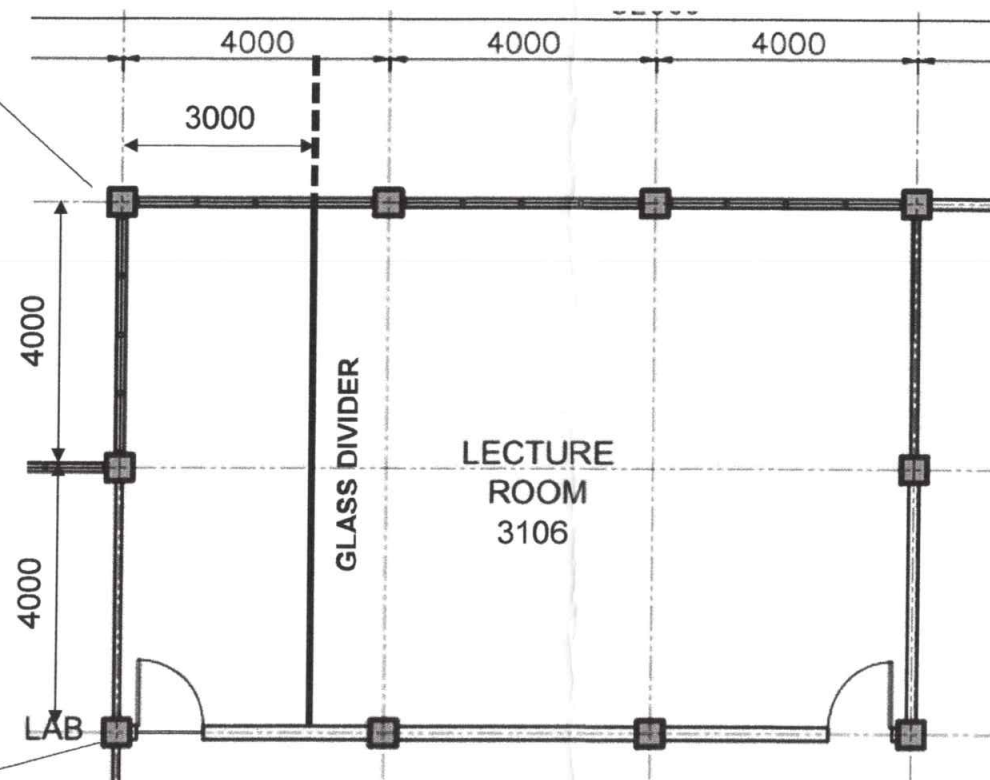


291 cm

780 cm



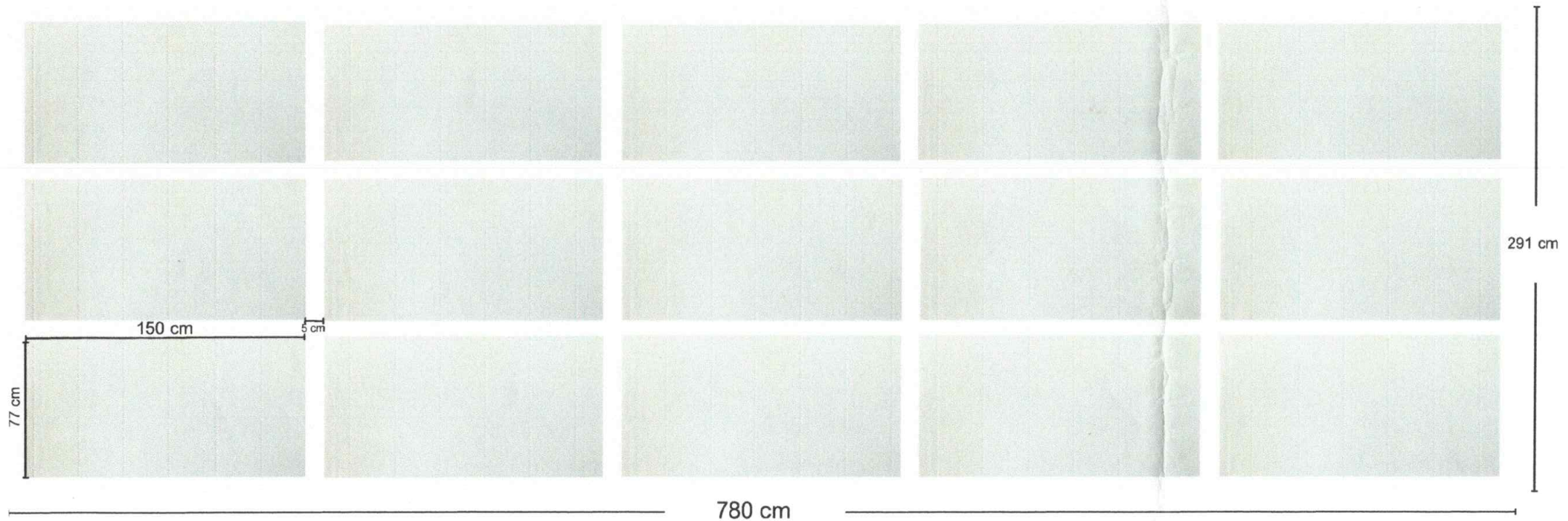
PROPOSED LAY-OUT FOR C3PO LAB



291 x 29.1

780 78.0

GLASS DIVIDER



$$\begin{array}{r} 30 \\ \hline 100 \end{array} \quad \begin{array}{r} 1 \\ \hline 8 \end{array} \quad \begin{array}{r} 14.55 \\ \hline 39.00 \end{array}$$

$$\begin{array}{r} 2.9 \\ \hline 7.8 \end{array} \quad \begin{array}{r} 3.2 \\ \hline 8.58 \end{array}$$