

Republic of the Philippines Department of Education

Region I SCHOOLS DIVISION OFFICE OF SAN CARLOS CITY PANGASINAN

REQUEST FOR QUOTATION

	nd Awards Committee	

Schools Division Office of San Carlos City Roxas Blvd., San Carlos City, Pangasinan 2420

Sir/Madam:

Date:

After having carefully read and accepted the terms and conditions mentioned in the Request for Quotation Invitation, hereunder is our financial proposal as an interested contractor for the following details of the project:

Name of Project: REPAIR AND MAINTENANCE OF BUILDING AND OTHER STRUCTURES

Approved Budget of Contract: Php511,805.29

Completion Period: 30 Calendar Days

Terms of Reference	Indicate Compliant or non-Compliant
1. Minimum Manpower Requirements:	
√ General Foreman	
✓ Helper	
✓ Carpenter	
✓ Painter	
✓ Mason	
2. Minimum Required Equipment:✓ Hand Tools✓ Welding Machine	
 Bid Securing Declaration & Bid Security (if declared winning bidder) 	
 Additional contract documents relevant to the Project that may be required by existing laws and/or the Procuring Entity, such as: 	







Republic of the Philippines Department of Education Region I

SCHOOLS DIVISION OFFICE OF SAN CARLOS CITY PANGASINAN

a. (Construction	schedule	and	S-curve
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- b. Manpower schedule
- c. Construction methods
- d. Equipment utilization schedule
- e. Construction safety and health program.

BIL	AMOUNT IN	WORDS	AND IN	FIGURES	AS C	COMPUTED	IN THE	PROGRA	M
OF	WORKS/BILL	OF QUAN	NTITIES	& DETAIL	LED I	ESTIMATE	HERETO	ATTACH	IED
AS	ANNEXES 'A'	AND 'B' R	ESPECT	IVELY:					

(PHP).

Bidder's Commitment:

We undertake that the above-quoted price is inclusive of all costs and applicable taxes such as but not limited to VAT, income tax, local tax, and other levies.

The price offered shall not be subject to any increase for whatever reason including in cases of devaluation/inflation during the entire duration of the contract.

We hereby agree and bind ourselves to the terms and conditions herein specified, and to the manner of bidding and evaluation set up by the Bids and Awards Committee.

Company/Business Name	:
Name of Owner/Representative	:
Company/Business Address	:
Office Tel. No. / Mobile No.	:
Valid Email Address	:
Signature & Date	; <u> </u>







Republic of the Philippines Department of Education

Region I SCHOOLS DIVISION OFFICE OF SAN CARLOS CITY PANGASINAN

Reference No. 20250613-001

PROJECT: REPAIR AND MAINTENANCE OF BUILDING AND OTHER STRUCTURES

(Small Value Procurement)







Republic of the Philippines Department of Education

Region I SCHOOLS DIVISION OFFICE OF SAN CARLOS CITY PANGASINAN

Reference No: 20250613-001

Date: June 13, 2025

Request for Quotation No.: 2025-046

INVITATION/REQUEST FOR SUBMISSION OF PRICE QUOTATION

PROJECT: REPAIR AND MAINTENANCE OF BUILDING AND OTHER STRUCTURES

The Schools Division Office of San Carlos City, Pangasinan, hereinafter referred to as the procuring entity, through its Bids and Awards Committee (BAC), now invites legally, financially, and technically capable contractors (Sec. 53, Revised IRR of RA 9184) to quote your lowest price inclusive of VAT on the above-mentioned project, subject to the Terms and Condition stated herein. **Duly signed and sealed envelopes** compliant with the requirements may be submitted at the Division Office not later than **June 20, 2025, 5:00 P.M.**

The BAC shall proceed with the opening of envelopes following the provisions of Small Value Procurement, and upon receipt of at least one (1) quotation on the date of deadline of submission.

TERMS OF REFERENCE

- 1. Name of Project: REPAIR AND MAINTENANCE OF BUILDING AND OTHER STRUCTURES
- 2. Approved Budget of Contract: **Php511,805.29**Price offer exceeding the ABC for this project shall be automatically disqualified.
- 3. Completion Period: 30 Calendar Days
- 4. Minimum Manpower Requirements:
 - √ General Foreman
 - √ Helper
 - √ Carpenter
 - √ Mason
 - ✓ Painter
 - 5. Minimum Required Equipment:
 - √ Hand Tools
 - √ Welding Machine









Republic of the Philippines Department of Education

Region I SCHOOLS DIVISION OFFICE OF SAN CARLOS CITY PANGASINAN

DOCUMENTARY AND OTHER REQUIREMENTS

Interested contractors shall submit the following requirements along with the Request for Quotation Documents on or before 5:00 PM of June 20, 2025:

- 1. Documentary Requirements for Small Value Procurement (Appendix A, 2016 Revised IRR of RA 9184):
 - a. Mayor's / Business Permit
 - b. PhilGEPS Registration Number
 - c. PCAB License
 - d. Omnibus Sworn Statement
- 2. Documentary, and other requirements as deemed necessary by the procuring entity:
 - a. BIR Certificate of Registration and/or Income/Business Tax Return
 - b. Original copy of Notarized Bid Securing Declaration
 - c. Project Requirements, which shall include the following:
 - Organizational chart for the contract to be bid;
 - List of contractor's key personnel, to be assigned to the contract to be bid, with their complete qualification and experience data;
 - List of contractor's major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership or certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be;

The face of the envelope must contain the name of the Contractor/Bidder and the Name of the Project—similar to the manner of submission of bids in Public Bidding. It must be duly received by the Records Unit through manual submission at Schools Division Office of San Carlos City, Pangasinan, to be forwarded by personnel of Records Unit to the BAC Secretariat. The submitted quotation shall be opened and read in the presence of the BAC Members and the undersigned or any representative in lieu of him/her and shall be conducted on the same date unless otherwise rescheduled due to unavoidable circumstances.

SDO-SCC reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of 2016 revised Implementing Rules and Regulations (IRR) of RA No. 9184, without thereby incurring any liability to the affected bidder or bid.

OMINGO L. LAUD, EdD, CESE

Assistant Schools Division Superintendent Chairperson, Bids and Awards Committee









Republic of the Philippines **DEPARTMENT OF EDUCATION**

REGION I

SAN CARLOS CITY

Roxas Boulevard, San Carlos City, Pangasinan
Tel. No./Fax No. (075) 632-3293 (OSDS) Trunkline Nos. (075) 633-5691 to 93

PROGRAM OF WORK BILL OF QUANTITIES

SCHOOL D	IVISION OFFICE		Date:			January 2025			
Region: I Division: SAN CARLOS CITY				Budget Allocation: PHP 511,805.					
				Engineering and Administrative Overhead: Approved Budget for Contract: PHP 511,805.29					
							Minimum F	Required Mai	npower:
			General Fo	reman		Carpenter			
REF	PAIR AND MAINTENANCE OF BUILDINGS	AND OTHER	Helper		Mason	Painter			
	STRUCTURES		'						
			Minimum F	Required Equ	inment:				
Location:			Hand Tools		Welding Machine				
Locationi	SAN CARLOS CITY		Tidila Toolo	·	Wolding Washins				
Item I.D.	Item Description	% of Total	Unit	Quantity	Total Cost	Remarks			
	I. DIRECT COST								
	General Requirements	1.79%	lot	1.00					
Cunculator	dent's Office	1.7370	101	1.00					
		F F20/	1-4	4.00					
7.00	Steel Works	5.53%	lot	1.00					
9.00	Ceiling and Carpentry Works	1.18%	sq. m	7.07					
	Plumbing Works	0.47%	lot	1.00					
13.00	Painting Works	7.66%	sq. m	175.39					
	NCE ROOM								
13.00	Painting Works	11.65%	sq. m	290.53					
AO V OFFIC	CE								
9.00	Ceiling and Carpentry Works	2.16%	sq. m	12.53					
SGOD CHIE									
	Plumbing Works	0.55%	lot	1.00					
CID CHIEF									
9.00	Ceiling and Carpentry Works	1.28%	sq. m	7.45					
PERSONNE	EL OFFICE								
5.00	Masonry Works	0.26%	lot	1.00					
6.00	Doors and Windows	0.85%	set	1.00					
9.00	Ceiling and Carpentry Works	1.16%	sq. m	2.25					
11.00	Plumbing Works	2.37%	lot	1.00					
13.00	Painting Works	1.23%	sq. m	7.53					
SUPPLY OF	FFICE								
5.00	Masonry Works	0.26%	lot	1.00					
6.00	Doors and Windows	0.64%	set	1.00					
11.00	Plumbing Works	2.19%	lot	1.00					
RECORDS									
5.00	Masonry Works	0.18%	lot	1.00					
6.00	Doors and Windows	0.64%	set	1.00					
11.00	Plumbing Works	2.16%	lot	1.00					
MEDICAL C									
5.00	Masonry Works	0.18%	lot	1.00					
6.00	Doors and Windows	0.64%	set	1.00	·				
	Plumbing Works	2.16%	lot	1.00					
	ND CASH OFFICE								
5.00	Masonry Works	0.18%	lot	1.00					
6.00	Doors and Windows	0.64%	set	1.00					
	Plumbing Works	2.19%	lot	1.00					
	2ND FLOOR								
2.00	Concreting Works	0.07%	lot	1.00					
11.00	Plumbing Works	4.33%	lot	1.00					
FEMALE CI	R 2ND FLOOR								
2.00	Concreting Works	0.07%	lot	1.00					
11.00	Plumbing Works	3.69%	lot	1.00					
MALE CR 1									
2.00	Concreting Works	0.07%	lot	1.00					
11.00	Plumbing Works	3.81%	lot	1.00					
	R 1ST FLOOR								

2.00	Concreting Works	0.14%	lot	1.00	
11.00	Plumbing Works	7.38%	lot	1.00	
TRAINING	CENTER				
5.00	Masonry Works	0.14%	lot	1.00	
6.00	Doors and Windows	0.85%	set	1.00	
11.00	Plumbing Works	7.64%	lot	1.00	
	Sub-Total	77%			
	II. INDIRECT COST 22% of (I - Gen. Req.)				
	Overhead Expenses (8%)	6.13%			
	Contingencies (3%)	2.30%			
	Miscellaneous (1%)	0.77%			
	Contractor's Profit (10%)	7.66%			
	Sub-Total	16.85%			
	III. TAX 5% of (I+II)				
	Sub-Total	4.76%			
	IV. TOTAL CONSTRUCTION COST (I + II + III)	100%			

Prepared by:						
CONTRACTOR/BIDDER						

Republic of the Philippines

DEPARTMENT OF EDUCATION

REGION I

SAN CARLOS CITY

Roxas Boulevard, San Carlos City, Pangasinan
Tel. No./Fax No. (075) 632-3293 (OSDS) Trunkline Nos. (075) 633-5691 to 93

PROGRAM OF WORKS

DETAILED COST ESTIMATE

PROJECT: REPAIR AND MAINTENANCE OF BUILDINGS AND OTHER STRUCTURES

SCHOOL :DIVISION OFFICE LOCATION : SAN CARLOS CITY

OWNER : DEPARTMENT OF EDUCATION

	DESCRIPTION GENERAL REQUIREMENTS	UNIT	QTY	MATERIAL	LABOR	TOTAL		GRAND TOTAL
	GENERAL REQUIREMENTS			INDATE CONTE	LABUR	MATERIAL	LABOR	
	Mobilization/Temporary Structures, Utilities and Services/Demobilization	lot	1.00					
	Safety and Health	lot	1.00					
	Project Billboard	lot	1.00					
	Sub-total							
Superintende	ent's Office							
7.00	Steel Works							
7.25	Square Bar 12mm□	рс	42.00					
7.11	Flat Bar 1½" x ¼"	kg	84.00					
7.36	Welding Rod	kg	15.00					
	Spanded bolt 3/8"	рс	80.00					
	Cutting Disc	рс	30.00					
	Grinding Stone	рс	10.00					
	Sub-total							
9.00	Ceiling and Carpentry Works							
	Installation of Wall Panel	sq. m	7.07					
	PVC Wall Panel	рс	12.00					
	Flat head Screw	рс	60.00					
	Sub-total							
11.00	Plumbing Works							
11.06	S.S. Sink with Strainer and P-Trap	set	1.00					
11.05	Faucet, Sink	set	1.00					
	Sub-total							
13.00	Painting Works							
	Removal of Existing Paint	sq. m	82.39					
13.02	Latex, Flat	gal	5.00					
13.03	Masonry Putty	gal	5.00					
13.04	Latex, Semi Gloss	gal	6.00					
	Acri Color	qrt	4.00					
	Removal of Existing Paint	sq. m	93.00					
	Enamel, Flatwall	gal	5.00					
	Glazing Putty	gal	5.00					
	Enamel, Semi Gloss	gal	5.00					
13.09	Paint Thinner	gal	2.00					
	Steel	sq. m	17.85					
13.12	Primer, Red Oxide	gal	2.00					
13.08	Enamel, Quick Dry	gal	2.00					
	Paint Thinner	gal	1.00					
	Sub-total							
CONFERENC								
	Painting Works							
	Removal of Existing Paint	sq. m	124.69					
	Latex, Flat	gal	7.00					
	Masonry Putty	gal	7.00					
	Latex, Semi Gloss	gal	9.00					
	Acri Color	qrt	4.00					
	Removal of Existing Paint	sq. m	165.84					
	Enamel, Flatwall	gal	9.00					
	Glazing Putty	gal	9.00					
	Enamel, Semi Gloss	gal	12.00					
		gal	2.00					
	Paint Thinner Sub-total	961	2.00		 			
AO V OFFICE								
	Ceiling and Carpentry Works							

				LIAUT	COST	TOTAL	COOT	
ITEM NO.	DESCRIPTION	UNIT	QTY	MATERIAL	LABOR	MATERIAL	LABOR	GRAND TOTAL
	Installation of Wall Panel	sq. m	12.53	WATERIAL	LABOR	WATERIAL	LABOR	
	PVC Wall Panel	рс	22.00					
	Flat head Screw	рс	110.00					
	Sub-total							
SGOD CHIEF								
	Plumbing Works		1.00					
11.06	Lavatory, Pedestal Type with Accessories Bidet	set	1.00					
	Angle Valve	pc pc	1.00 1.00					
	Flexible Hose	рс	1.00					
11.44	S.S. Floor Drain 4" x 4"	set	1.00					
	Sub-total							
CID CHIEF O	FFICE							
9.00	Ceiling and Carpentry Works							
	Installation of Wall Panel	sq. m	7.45					
	PVC Wall Panel Flat head Screw	рс	13.00					
	Sub-total	рс	65.00					
PERSONNEL								
5.00	Masonry Works							
5.03	CHB 4" thk	рс	10.00					
2.02	Portland Cement	bag	2.00					
2.05	Washed Sand	cu.m	0.50					
	Sub-total							
6.00	Doors and Windows							
6.01	Removal of Door & Jamb	set	1.00					
	D-1, PVC Flush Door 0.70m x 2.10m on 100mm							
6.04	Jamb with complete Accessories (lever type door knob)	set	1.00					
	0.60 x 0.60 Powder Coated White Aluminum							
	Sliding Window	set	1.00					
	Sub-total							
9.00	Ceiling and Carpentry Works		0.05					
9.01 9.05	Removal of Ceiling Plywood, Marine 1/4" x 4' x 8'	sq m pc	2.25 2.00					
9.17	Rough Lumber, Sun Dried, Tanguile	bd.ft	21.33					
9.21	Finishing Nails	kg	1.00					
9.22	Concrete Nails	kg	1.00					
4.04	CWN, Assorted	kg	1.00					
9.19	Wood Preservative, Brown	L	1.00					
	Sub-total							
11.00	Plumbing Works							
11.02 11.06	Water Closet 1.6gpf with Accessories Lavatory, Pedestal Type with Accessories	set	1.00 1.00					
11.44	S.S. Floor Drain 4" x 4"	set set	1.00					
11.05	Faucet, Hose Bibb, Brass 1/2"Ø	рс	1.00					
	Bidet	рс	1.00					
8.13	Sealant	L	1.00					
	Sub-total							
13.00	Painting Works							
	Concrete	sq m	5.28					
13.01	Removal of Existing Paint	sq m	5.28					
13.02 13.03	Latex, Flat Masonry Putty	gal	1.00 1.00					
13.03	Latex, Semi Gloss	gal gal	1.00					
13.04	Acri Color	qrt	1.00					
-	Wood	sq m	2.25					
13.06	Enamel, Flatwall	gal	1.00					
13.07	Glazing Putty	gal	1.00					
13.08	Enamel, Semi Gloss	gal	1.00					
13.09	Paint Thinner	gal	0.50					
CURPLY OF	Sub-total							
SUPPLY OFF 5.00	Masonry Works							
5.00	CHB 4" thk	рс	10.00					
2.02	Portland Cement	bag	2.00					
2.05	Washed Sand	cu.m	0.50					
	Sub-total							
6.00	Doors and Windows							
6.01	Removal of Door & Jamb	set	1.00					
	D-1, PVC Flush Door 0.70m x 2.10m on 100mm							
6.04	Jamb with complete Accessories (lever type door knob)	set	1.00					
	Sub-total							
11.00	Plumbing Works							
11.02	Water Closet 1.6gpf with Accessories	set	1.00					
11.06	Lavatory, Pedestal Type with Accessories	set	1.00					
11.44	S.S. Floor Drain 4" x 4"	set	1.00					

ITEM NO.	DESCRIPTION	UNIT	QTY	MATERIAL	LABOR	MATERIAL	LABOR	GRAND TOTAL
11.05	Faucet, Hose Bibb, Brass 1/2"Ø	рс	1.00	WATERIAL	LABOR	WATERIAL	LABOR	
	Bidet	рс	1.00					
	Sub-total							
RECORDS O								
5.00 5.03	Masonry Works CHB 4" thk	nc	5.00					
2.02	Portland Cement	pc bag	1.00					
2.05	Washed Sand	cu.m	0.50					
	Sub-total							
6.00	Doors and Windows							
6.01	Removal of Door & Jamb	set	1.00					
	D-1, PVC Flush Door 0.70m x 2.10m on 100mm							
0.04	Jamb with complete Accessories (lever type	set	1.00					
6.04	door knob) Sub-total							
11.00	Plumbing Works							
11.02	Water Closet 1.6gpf with Accessories	set	1.00					
11.06	Lavatory, Pedestal Type with Accessories	set	1.00					
11.05	Faucet, Hose Bibb, Brass 1/2"Ø	рс	1.00					
11.00	Bidet	рс	1.00					
	Sub-total	·						
MEDICAL OF								
5.00	Masonry Works							
5.03		рс	5.00					
2.02		bag	1.00					
2.05	Washed Sand	cu.m	0.50					
6.00	Sub-total Doors and Windows							
6.01	Removal of Door & Jamb	set	1.00					
	D-1, PVC Flush Door 0.70m x 2.10m on 100mm							
	Jamb with complete Accessories (lever type							
6.04	door knob) Sub-total	set	1.00					
11.00	Plumbing Works							
11.02	Water Closet 1.6gpf with Accessories	set	1.00					
11.06	Lavatory, Pedestal Type with Accessories	set	1.00					
11.05	Faucet, Hose Bibb, Brass 1/2"Ø	рс	1.00					
	Bidet	рс	1.00					
DUDOET AN	Sub-total							
5.00	D CASH OFFICE Masonry Works							
5.03	CHB 4" thk	рс	5.00					
2.02	Portland Cement	bag	1.00					
2.05	Washed Sand	cu.m	0.50					
	Sub-total							
6.00	Doors and Windows		4.00					
6.01	Removal of Door Jamb D-1, PVC Flush Door 0.70m x 2.10m on 100mm	set	1.00					
	Jamb with complete Accessories (lever type							
6.04	door knob)	set	1.00					
	Sub-total							
11.00 11.02	Plumbing Works Water Closet 1.6gpf with Accessories	set	1.00					
11.02	Lavatory, Pedestal Type with Accessories	set	1.00					
11.05	Faucet, Hose Bibb, Brass 1/2"Ø	рс	1.00					
11.44	S.S. Floor Drain 4" x 4"	set	1.00					
	Bidet	рс	1.00					
	Sub-total							
MALE CR 2N								
2.00 2.02	Concreting Works Portland Cement	ho=	0.50					
2.02	Washed Sand	bag cu.m	0.50					
2.00	Sub-total	Ju.111	0.13					
11.00	Plumbing Works							
11.02	Water Closet 1.6gpf with Accessories	set	2.00					
11.06	Lavatory, Pedestal Type with Accessories	set	2.00					
11.05	Faucet, Hose Bibb, Brass 1/2"Ø	рс	2.00					
	Bidet Sub-total	рс	2.00					
FEMALE CR								
2.00	Concreting Works							
2.02	Portland Cement	bag	0.50					
2.05	Washed Sand	cu.m	0.15					
	Sub-total							
11.00	Plumbing Works							
11.02	Water Closet 1.6gpf with Accessories Faucet, Hose Bibb, Brass 1/2"Ø	set	2.00					
11.05	1 aucet, 11056 DINN, DIASS 1/2 W	рс	2.00					

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT COST		TOTAL COST		GRAND TOTAL
				MATERIAL	LABOR	MATERIAL	LABOR	GRAND TOTAL
	Bidet	рс	2.00					
	Sub-total	Ċ						
MALE CR 1S	T FLOOR							
2.00	Concreting Works							
2.02	Portland Cement	bag	0.50					
2.05	Washed Sand	cu.m	0.15					
	Sub-total							
11.00	Plumbing Works							
11.02	Water Closet 1.6gpf with Accessories	set	2.00					
11.05	Faucet, Hose Bibb, Brass 1/2"Ø	рс	4.00					
	Bidet	рс	2.00					
	Sub-total	·						
FEMALE CR	1ST FLOOR							
2.00	Concreting Works							
2.02	Portland Cement	bag	1.00					
2.05	Washed Sand	cu.m	0.30					
	Sub-total							
11.00	Plumbing Works							
11.02	Water Closet 1.6gpf with Accessories	set	4.00					
11.05	Faucet, Hose Bibb, Brass 1/2"Ø	рс	4.00					
	Bidet	рс	4.00					
	Sub-total							
TRAINING CE	NTER							
2.00	Concreting Works							
2.02	Portland Cement	bag	1.00					
2.05	Washed Sand	cu.m	0.30					
	Sub-total							
6.00	Doors and Windows							
	Removal of Door Knob	set	4.00					
	Removal of Door Hinges	set	2.00					
6.04	Door knob (Level Type)	set	4.00					
	Hinges, Standard 3-1/2" x 3-1/2"	ра	4.00					
	Sub-total	i i						
11.00	Plumbing Works							
	Water Closet 1.6gpf with Accessories	set	4.00					
11.05	Faucet, Hose Bibb, Brass 1/2"Ø	рс	7.00					
	Bidet	рс	4.00					
	Sub-total	<u>'</u>						
I	DIRECT COST							
ii	INDIRECT COST 22% of (I - Gen. Req.)							
III	TAX 5% OF (I+II)							
IV	TOTAL CONSTRUCTION COST (I+II+III)							

Prepared by:	
	CONTRACTOR/BIDDER