



## REQUEST FOR QUOTATION

The Cagayan Economic Zone Authority (CEZA), will undertake a Small Value Procurement for the “Supply and Delivery of Materials for the Annual Maintenance Works of CEZA Visitor Center”, in accordance with Section 53.9 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184, otherwise known as the Government Reform Act (Updated as of 03 July 2023).

<b>Name of Project</b>	Supply and Delivery of Materials for the Annual Maintenance Works of CEZA Visitor Center
<b>Approved Budget for the Contract</b>	One Hundred Twenty-Seven Thousand Four Hundred Ninety-Eight Pesos and Sixty-Two Centavos (PHP127,498.62)
<b>Specifications</b>	See attached Technical Specifications (Annex B)
<b>Location</b>	CEZA Corporate Center, Sta. Ana, Cagayan
<b>Delivery Term</b>	Three (3) days from the receipt of the Purchase Order

Interested suppliers are required to submit their valid and current Mayor’s/Business Permit, PhilGEPS Registration Number, Omnibus Sworn Statement and Authority of Signatory (Secretary Certificate) if applicable, price quotation form (Annex A), and Technical Specification compliance (Annex B) during submission of offer/quotation.

Award of the contract shall be made to the lowest quotation, which complies with the minimum description as stated above and other terms and conditions stated in the price quotation form.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative/s.


Submission of quotation and eligibility documents is on or before 10:00 AM of September 15, 2023, at the Cagayan Economic Zone Authority, 10<sup>th</sup> Floor Greenfield Tower, Mayflower cor. Williams Sts., Greenfield District, Highway Hills, Mandaluyong City, Metro Manila. Open submission may be submitted, manually or by email @ [bacsecretariat@ceza.gov.ph](mailto:bacsecretariat@ceza.gov.ph).

For inquiries, you may contact us at Tel. No. 8291-6704 to 8 and email [bacsecretariat@ceza.gov.ph](mailto:bacsecretariat@ceza.gov.ph).

Very truly yours,

**PERLA C. TUMALIUAN**  
BAC Chairperson

# ANNEX A REQUEST FOR QUOTATION

<p><b>TO: CAGAYAN ECONOMIC ZONE AUTHORITY</b>          10/F GREENFIELD TOWER, MAYFLOWER COR          WILLIAMS STREETS, GREENFIELD DISTRICT          MANDALUYONG CITY, METRO MANILA,          PHILIPPINES 1550          ☎ (+6328) 291 6704 to 08</p> <p>We offer to perform the work or supply these items at the quoted prices and under the terms stated below. We certify that our company is a manufacturer, licensed distributor or dealer of these items and that at least 60% of the capital thereof is owned by Filipinos, proof of which may be submitted.</p> <p>a. Prices shall be valid until _____          b. Delivery shall be completed within _____ days from receipt of Job or Purchase Order          c. Payment within seven days after delivery, acceptance and compliance with payment requirements          d. We shall pay a penalty at 1/10th of 1% of the value of the undelivered balance for each day of delay in delivery or completion of work.</p>	<p>PR No: 2023-09-656STA</p>	<p>PR Date: SEPTEMBER 6, 2023</p>
<p>Please quote your best prices on the items below under the stated terms and conditions. If the total amount is P80,000 or more, submit a bidder's bond in cash, manager's or cashier's check equivalent to 5% thereof.</p> <div style="text-align: center;">   <b>PHILIP EARL H. ACHANZAR</b>              Supervising Administrative Officer         </div>		

ITEM NO.	QTY.	UNIT	DESCRIPTION	UNIT PRICE	AMOUNT
<b>1 LOT OF MATERIALS FOR ANNUAL MAINTENANCE OF CEZA VISITOR CENTER</b>					
	35	PCS	FICEM BOARD 4.5MM (4'x8') (EXTERIOR AND OTHER INTERIOR CEILING)		
	25	PCS	FASCIA BOARD (12"x8"x1/2")		
	3,000	PCS	BLACKSCREW WOOD PAINTED 1"		
	300	PCS	BLACKSCREW WOOD PAINTED 2"		
	1	KG	CWN 1"		
	1	KG	CWN 1 1/2"		
	1	KG	CWN 2"		
	1	KG	CWN 3"		
	9	PCS	PRE-PAINTED GUTTER GA24(6"x12"x8")		
	9	PCS	PRE-PAINTED RIDGE ROLL GA24 (8"x8"x8")		
	8	PCS	PRE-PAINTED FLASHING GA24 (12"x6"x8")		
	172	LN.M	PRE-PAINTED ROOFING SHEET 0.6mmx14'		
	1	GAL	ROOF SEALANT (VULCASEAL)		
	15	BOX	TEKSCREW 3" (FOR WOOD)		
<b>I.</b>	2	BOX	RIVETS 3/16 x 3/4		
	6	GALS	EPOXY PRIMER WHITE		
	8	GALS	PAINT WHITE (EAVES AND CEILING)		
	2	PAIL	GYPNUM PUTTY (5kg)		
	5	PCS	GASA TAPE 4"		
	2	PCS	TEKSCREW ADOPTOR		
	2	PCS	SCREW ADOPTOR		
	15	PCS	SANDPAPER #100		
	3	PCS	ROLLER BRUSH 4" WITH PAN		
	3	PCS	ROLL BRUSH 9" WITH PAN		
	3	PCS	PAINT BRUSH 4"		
	1	GALS	PAINT THINNER		
	1	KGS	RAGS		
			-nothing follows-		
			<b>Note: Cost must be VAT-inclusive</b>	<b>TOTAL:</b>	

ENCLOSE THIS FORM IN A SEALED ENVELOPE WITH THE RFQ NUMBER WRITTEN ON THE OUTSIDE AND SUBMIT NOT LATER THAN

DATE <b>SEPTEMBER 15, 2023</b>	TIME <b>10:00 AM</b>
-----------------------------------	-------------------------

WHEN YOU OR YOUR REPRESENTATIVE IS REQUESTED TO ATTEND THE OPENING OF ALL QUOTATIONS. THE AUTHORITY RESERVES THE RIGHT TO ACCEPT OR REJECT ANY OR ALL QUOTATIONS AND TO IMPOSE ADDITIONAL TERMS AND CONDITIONS IT MAY DEEM NECESSARY.

**BUSINESS NAME / BUSINESS ADDRESS:**

TOTAL QUOTATION AMOUNT

**PREPARED BY:**

**SIGNATURE**

**NAME**

**POSITION**

**PHONE NO. / FAX NO.**

**TIN:** \_\_\_\_\_