



DATE: 05/29/2024

PURCHASE REQUEST NO.: ADMIN FUND 2024-05-90

CANVASS NO. 74

**REQUEST FOR QUOTATION**

Gentlemen:

Please quote your lowest price, taxes included, and subject to the terms and conditions that you may encounter purposely for article (s) and/or service(s) enumerated below, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than \_\_\_\_\_ in the return envelope attached here with.

Very truly yours:

**MILAGROS C. URBANO**  
 BAC Chairman

ITEM NO.	QTY	UNIT	ITEM AND DESCRIPTION	UNIT PRICE	TOTAL
			<b>SUPPLY OF LABOR AND MATERIALS FOR THE VARIOUS CIVIL &amp; PLUMBING REPAIR WORKS AT ATI-CO MAIN BUILDING</b>		
			<b>A. CIVIL WORKS</b>		
	60	pc	Repair of broken tiles and mortar		
	50	pc	Supply and installation of 60 x 60 floor tiles		
	20	bag	Heavy duty tile adhesive		
	20	bag	Portland cement		
	3	bag	Tile Grout		
	3	pc	Diamond blade for tiles		
			<b>REPAIR OF CEILINGS (COMMON TOILET NEAR BOARD ROOM, COMMON TOILET AT 2ND FLOOR LEFT WING, AND INFRONT OF ELEVATOR 3RD FLOOR)</b>		
	25.5	sq.m	Removal of existing ceiling at the common toilet at 2nd floor and toilet near board room		
	12	pc	Supply and installation of 6mm fiber cement boards and framing		
	2	sq.m	Repair of the ceiling in front of the elevator at 3rd floor		
	1	lot	Consumables (rivet, drill bit, cutting blade, etc.)		
	1	lot	Painting works		
			<b>B. PLUMBING WORKS</b>		
	1	lot	Repair the water leak at the ceiling of the common toilet at 2nd floor and the toilet near boardroom		
	6	pc	Replace the flush valve of the water closet at common toilet at 3rd floor left wing		
	1	lot	Repair the sanitary line of the lavatory of the PWD at 3rd floor left wing		
	2	pc	Replace the gate valve of the common toilet of men at 3rd floor left wing		
	3	pc	Replace the wall gooseneck faucet of the common toilet of women at 3rd floor left wing		
	1	lot	Restoration of the affected area during the repair works		

**PURPOSE:**

To repair the damaged ceiling, tiles, plumbing fixtures and water leak from different area of ATI-CO Main Building.

Pls. submit the following eligibility documents:

- Mayor's/Business Permit
- Income Tax Return
- Notarized Omnibus Sworn Statement
- PhilGEPS Registration Number/Red Membership
- Certificate of Sole Distributorship

Note: Pls. provide also the following: contact information such as email address and mobile/landline numbers; Tax Identification Number and Bank Details

I hereby certify that I am in the position to furnish the above article(s), service(s) at the prices and in quantities as called for except as I have indicated. The articles are available in our stock for immediate delivery to the Agricultural Training Institute, Elliptical Road, Diliman, Quezon City

MODEL: \_\_\_\_\_

DELIVERY PERIOD: \_\_\_\_\_

WARRANTY PERIOD: \_\_\_\_\_

PRICE VALIDITY: \_\_\_\_\_

CANVASS BY: \_\_\_\_\_

DATE: \_\_\_\_\_

\_\_\_\_\_  
 Signature Over printed name of proprietor/Manager  
 or Authorized Representative