



**REQUEST FOR QUOTATION**

DATE: 11/11/2024

**PURCHASE REQUEST NO.: ADMIN (GH) FUND 2024-11-177**

CANVASS NO. 138

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 OF REPAIR WORKS AT MESS HALL BUILDING</b>		
	15	sq.m	Repair the ceiling due to the water leak coming from the damage roofing of the training hall at 2nd floor		
	75	sq.m	Replace the damaged roofing sheet		
	30	l.m	Replace the damaged roofing ridges		
	5	l.m	Repair the damaged gutter		
	135	sq.m	Re-apply of 2 coat of waterproofing on concrete deck and concrete parapet at the roof		
	15	sq.m	Repair the flooring of the veranda at the 2nd floor to prevent the water leak and repair the ceiling at the cafeteria due to the water leak		
	1	lot	Replace the door jamb infested of termite at the conference room at the cafeteria		

**PURPOSE:**

To repair the problem on the water leaks and the damaged areas in the Mess Hall 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: \_\_\_\_\_

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

CANVASED BY: \_\_\_\_\_

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