



Republika ng Pilipinas
Lungsod Quezon

BIDS AND AWARDS COMMITTEE - GOODS & SERVICES
Second Floor, Civic Center Building F, Quezon City Hall Complex, Elliptical Road, Quezon City
8988-4242 local 8712 / 8710 / 8709
bacgoods.procurement@quezoncity.gov.ph



REQUEST FOR QUOTATION
NEGOTIATED PROCUREMENT
SECTION 35.1

DATE : NOVEMBER 20, 2025
Project : QCCCD-25-FIXTURES-
No. : 1061

Name of Company :
Address :
Contact No. :
Project Title : SUPPLY AND INSTALLATION OF FIXTURES AND OTHERS
Approved Budget of the Contract : Php3,235,610.35
End-User / Implementing Office : QUEZON CITY CENTER FOR CHILDREN WITH DISABILITIES

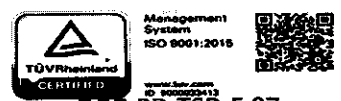
Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided. Submit your quotation duly signed by you or your duly authorized representative not later than NOVEMBER 25, 2025, 10:00 A.M. Philippine Standard Time, together with the following documents of your company:

- 1 PhilGEPS certificate (not expired on the time of opening of quotations);
2 Business Registration (DTI/SEC)
3 Mayor's/Business Permit (2025);
4 Tax Clearance; and
5 Omnibus Sworn Statement prescribed by the QC BAC- Goods and Services
6 Income/Business Tax Return (for FY 2024) (For ABCs above P500,000.00)
7 If applicable, the JVA in case the joint venture is already in existence, or duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

in a SEALED LONG BROWN ENVELOPE issued by QC BAC- Goods and Services.

NOTE: Submission of a Document Request List (DRL) is required prior to the issuance of the Long Brown Envelope.

MA. MARGARITA S. MEJIA, DPA
Chairperson, BAC Goods and Services



TERMS AND CONDITIONS

1. Bidders shall **provide correct and accurate** information required in this form.
2. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
3. Price quotation/s, to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable.
4. Quotation **exceeding** the Approved Budget for the Contract (ABC) shall be **rejected**.
5. Award of contract shall be made to the lowest quotation (for goods) or the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
6. 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.
7. The City General Services Department (CGSD) shall have the right to inspect the goods.
8. Non-submission of eligibility documents shall mean disqualification of Quotation.
9. Liquidated damages equivalent to one tenth (1/10) of one percent (1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. CGSD shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.
10. Failure to follow these instructions will disqualify your entire quotation.

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

ITEM NO.	ITEM & DESCRIPTION	UNIT OF ISSUE	QTY.	UNIT PRICE	ITEM TOTAL
1	Wallpaper with or without design, inclusive of installation, gloss wallpaper	m2	102		
2	Drywall Partition (painted finish both sides) ¼ inch fiber cement board - double wall (6 inches thickness) on metal studs and tracks, with painted finish on both sides.	m2	11		
3	Fabric Low Partition with Glass 1.5mH (60mm thk) 60mm thick modular 2-tone fabric low partition 1200mm Ht (top panel 150mm and bottom panel 1050mm) with clear glass on top (300mm Ht.) complete with off-white or charcoal gray aluminum end trims and cable/ wire-ready baseboard	m2	2		
4	Staff Chair (4) Midback upholstered fabric chair with cushioned back and seat molded foam, polypropylene (PP) arms and base (5-prong, with caster wheels), gas lift type with tilt mechanism.	PIECE	21		
5	Sofa - 3 Seater (6) 3- seater with armrest, fabric or leatherette, high back contemporary fabric sofa, material: kiln dried wood frame, fabric, color: 21 DK Dark grey fabric, Size: 218 x 90 x 97cm	PIECE	5		
6	Sofa - 2 Seater (7) 2- seater with armrest, fabric or leatherette, high back contemporary fabric sofa, material: kiln dried wood frame, fabric, color: Dark grey, Size: 162 x 90 x 97cm	PIECE	2		
7	Center Table Circular (8e) Assembly type: onsite assembly, gross weight: 10.8 kg, material: medium-density fibreboard (MDF), width (cm): 80, height (cm): 45, net weight (kg): 10.6, features: walnut, MDF with melamine veneer, onsite assembly, stylish and modern design, and metal iron tube legs	PIECE	1		
8	Side Table with Stainless Steel Base (9) glass top with stainless steel base 450mm L x 450mm W x 600mm H	PIECE	6		
9	Manager's High back Chair - nylon base (11) High back upholstered leatherette chair with padded armrest, tilt mechanism, nylon base, gas lift type, color black, butterfly mechanism, adjustable seat height, swivel 360 degrees, tilt locking at 90 – 135 degrees angle, measurement: width: 76 cm, depth: 58 cm, height: 110 – 115 cm, seat height: 47 – 51.5 cm, materials: seat and backrest: plywood + foam	PIECE	5		



Management System
ISO 9001:2015



	covered with PU faux leather, armrest: polypropylene (PP) plastic covered with PU faux leather, gas lift: metal tube in chrome plated finish, star base: metal tube in chrome plated finish, wheel caster: nylon ,				
10	Manager's Visitor's Chair (12c) Leatherette Visitors chair without armrest, low back sled type, leatherette finish, chrome legs, leatherette backrest and seat rest, finish: black	PIECE	2		
11	Regular Console Table (15b) Industrial modern design, panel in MDF and particle board (E1 Grade), 2 drawers, aged walnut finish, powder coated metal frame in gunmetal, Dimensions: 1.2m L x 0.40m W x 0.80m H ,	PIECE	2		
12	Television Console Table (15e), PVC and laminated board Dimensions: 1.8m L x 0.40m W x 0.435m H ,	PIECE	1		
13	Free Standing Table - 1.5m x 0.60m (19c) High Pressure Laminated top, color: light brown (wood grain) with powder coated off-white metal legs and metal drawer (with lock) Dimension: 1500mmL x 600mmW x 750mmH ,	PIECE	3		
14	Free Standing Table - 1.2m x 0.60m (19e) High Pressure Laminated top, color: light brown (wood grain) with powder coated off-white metal legs and metal drawer (with lock), Dimension: 1200mmL x 600mmW x 750mmH ,	PIECE	2		
15	Free Standing Table - 1.2m x 0.60 (19i) High Pressure Laminated top, color: white top with powder coated black metal legs (no drawer), Dimension: 1200mmL x 600mmW x 750mmH	PIECE	15		
16	Manager's Table - 1.8m (30b) Material: MFC board, tubular metal in powder coated finish, Mobile Pedestal: L 40cm x D 41cm x H 62cm, Side Table: L 80cm x D 40cm x H 66cm, anti-sagging purposes, with triangular bracing for anti-sway 2mm x, Color: Oak/Brown, Dimensions: L 1800 x D 800 x H 760 mm ,	PIECE	1		
17	Manager's Table - 1.6m (30c) Material: MFC board, tubular metal in powder coated finish, Mobile Pedestal: L 40cm x D 41cm x H 62cm, Side Table: L 80cm x D 40cm x H 66cm, anti-sagging purposes, with triangular bracing for anti-sway 2mm x Color: Oak / Brown, Dimensions: L 1600 x D 800 x H 760 mm ,	PIECE	2		
18	Conference Chair (35) Mid back chair w/ arm rest gas lift and back tilt; fabric finish seat and backrest with 5-pronged PVC star base legs, mid back mesh chair with armrest – 837 GA, Description: Midback chair with armrest materials: backrest - mesh/net, seat rest – fabric, PVC armrest & starbase, accessories: gaslift, caster wheel, armrest, Finish: Black -	PIECE	20		
19	Steel Open Racks, 5-Layers, (38) Coated rolled BI sheet with ga.18 thick of adjustable shelves bolted to the angular post. Each shelf is provided with two mid-stiffeners welded beneath for added load resistance and back stiffeners for anti-sagging, purposes, with triangular bracing for anti-sway 2mm x 1 ½ inches x 1 ½ inches, powder coated finish, full slotted angular postj, Size: 1.20mL x 0.60mW x 2.0mH ,	PIECE	6		
20	Working Table 1.50mL x 0.80mW x 0.75mH (44) High pressured laminated top, Color: light brown (wood grain) with 4-stainless legs	PIECE	1		
21	Reception Counter with Open Shelves (RC)	PIECE	1		



Management System
ISO 9001:2015



www.tuv.com
ID: 900022413

QCG.PD.TSD.F.07

Page 3 | 5 #

	25mm E0 Moisture Resistant Board and Plywood E0 standard available in 9 finishes or HPL with 100+ finishes 25mm thick board 2mm PVC edge band machine pressed sidings, With built in grommet wire management, With 1 movable mobile pedestal steel in Light grey finish Gauge 22, With 6 open shelves, Dimension: H1750 x L1000 x D450 mm.				
22	Storage Bench (BS1) Functional bench made with a 1.25 inches thick layer of regular foam, wrapped in high quality durable fabric; with 2 layers of drawer, Dimension: L103cm x W50cm x H46cm	PIECE	2		
23	Bean Bag - Large (BB1) Flexible bean bag filled with high quality fillers; leatherette cover with five thread overlock stitching for maximum durability, Bean bag fabric covers are removable and washable, Diameter: 40 inches / couch weight: 5 kilos	PIECE	4		
24	WPC Fluted Wall Panel Indoor wood plastic composite, laminated woodgrain finish, framing, accessories and installation included, 25mm x 165mm x 2.9 m H	m2	16		
25	Flush Type Door (D4a) 700mm x 1650mm height with duco paint finish both sides including 2 x 4 inches door jamb with (1x3 inches) door casing in duco finish, complete hardwares and accessories	SET	1		
26	Wall Padding 2 inches thickness, dimension: 6.10m x 2.70 m, Wall Padding: premium grade upholstery fabric, high-grade marine plywood backing, polymer foam, Velcro installation.	m2	169		
27	Conference Table, Boat-shaped 14-Seater (45) Boat shaped conference table; center grommet for cable management; adjustable floor levelers; Melamine lamination for heat and scratch resistance; D-nut metal to metal connection for durability and easy re-installation, Materials: 25mm MFC Engineered board, powdered coated metal, Color/s: Hazel + White; Dimensions (L x W x H): 3600 x 1200 x 750 mm.	PIECE	1		
28	Mobile Pedestal (5) 2 small and 1 file drawer, all metal construction with plastic molded top, nylon slide for all drawers, caster - 55mm, gauge 20, Accessories: pencil tray and file divider, flush handle, central locking system; Dimension: 400W x 560D x 650H mm	PIECE	10		
29	Folding Door System Panel size: 82mm thk., 1.225m standard width, Panel trim: architectural grade aluminum alloy 6063-T6, Panel construction: 12mm MDF or 12mm gypsum board, GA 24 steel sheet, Bitumen damping sheet, Acoustical infill: Rockwool 60kg/m3 @ 50mm thickness, Acoustical seals: Retractable upper and floor seals with magnetic vertical seals, fixed sweep seals, seal mechanism: single action spring loaded cam & spindle with compensating pressure.	SET	1		
30	Stainless Steel 4 Seat Waiting Chairs/Gang Chair Seat Thickness: 1.6mm, Beam Thickness: 2mm, Seat Width: 520mm, Dimension: L2300 x W680 x H780mm, Color: Silver Shiny, without armrest, PVC seat and back with fabric finish,	PIECE	3		

Amount in Words: _____



Management System
ISO 9001:2015



www.tqv.com
ID: 900023413
QCG.PD.TSD.F.07

Page 4 | 5 #

Delivery Period : Within Sixty (60) Calendar Days

Warranty : _____

Other requirements:

- **Statement of warranty with project number and project title – minimum of one (1) year.**

Signature over printed name

Office Telephone No./Fax/Mobile No.

Date

Email Address



Management
System
ISO 9001:2015
www.tuv.com
ID: 800022412

