



BASES CONVERSION and DEVELOPMENT AUTHORITY

2/F Bonifacio Technology Center, 31st Street Bonifacio Global City, Taguig City

Tel. No. 8575-1700 loc. 1782/1784

Email: uatabion@bcda.gov.ph

REQUEST FOR QUOTATION

(Company Name):

Date: **March 07, 2026**

PR #: **0002102**

Please quote your lowest price(s) using this form, or your letterhead. Also, take note of the following details:

- 1) Quotation/s shall be addressed to the Head of Procurement Division. Please indicate Solicitation or Reference No.
- 2) Send the said quotation/s to BCDA or fax the same at no. 8575-1785 not later than **March 10, 2026**
- 3) Quotation/s submitted after the set deadline indicated in item no. 2 shall not be accepted/considered.
- 4) The quotation/proposal shall be properly signed by the authorized representative and/or immediate supervisor.

BCDA reserves the right to accept or reject any or all of the quotations, or waive formally therein, or to accept quotation/s as may be considered most advantageous to the gov't., or to pursue appropriate legal action should the winning bidder refuse to accept the award without justifiable reason/s.


URSULA N. ARANDELA-TABION
Canvasser


ALMIRA S. OLARIANES
Chief Administrative Officer

TO: BCDA HEAD OF PROCUREMENT						
Per request, below is/are the price(s) of the article(s)/service(s) as indicated under Unit Price:						
QTY (A)	UNIT	DESCRIPTION/SPECIFICATIONS	UNIT COST (ex-VAT) (B)	VAT (C)	TOTAL UNIT COST (D = B + C)	TOTAL AMOUNT (A x D)
30	Unit	Conference Table Product Dimensions: 1200mm (L) x 600mm (D) x 760mm (H) Specifications: - Structure: Melamine - Finish: MFC Laminated available in Light Gray Finish only - Top: 25mm Thick Board - Legs: Metal Legs in 2mm Thick in Black Powder Coated Finish with Caster Wheel - Sidings in 2mm PVC edge Band See Technical Specification for Reference ABC per Unit: 13,000.00 Total ABC: PhP390,000.00				
TOTAL AMOUNT						₱

Delivery Address: 2nd Floor Bonifacio Technology Center, 31st Street corner 2nd avenue Bonifacio Global City, Taguig City
Prospective Suppliers who will bid above the ABC will be DISQUALIFIED

Suppliers are required to submit the following Documentary Requirements upon submission of quotation:

- 1) Valid Mayor's/Business Permit
- 2) PhilGEPS Registration No.
- 3) Notarized Omnibus Sworn Statement and Proof of Authorization (e.g., Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)
- 4) Business/Income Tax Return (If the ABC is above 500k)
- 5) BIR Certificate of Registration (BIR Form 2303)

Note:

A) Unnotarized Omnibus Sworn Statement (OSS) is acceptable upon submission of quotation. However, the winning bidder/supplier must submit the duly notarized Omnibus Sworn Statement (OSS) and Proof of Authorization within 5 working days upon notification of the Notice of Award. Noncompliance on the timely submission of OSS is a ground for disqualification.

B) Suppliers who have previously submitted the above documentary requirements may no longer require its re-submission except for the Omnibus Sworn Statement.

Terms and conditions:

- Price: **Inclusive of all applicable taxes**
- Payment: **NET Thirty (30) calendar days**
- Delivery: **15 Calendar day/s (upon conforme of P.O.)**
- Validity of price: **one (1) month**
- WARRANTY: at least one (1) year**

We hereby certify, that we have prepared, checked and reviewed this quotation.

This quotation is valid unless revoked in writing which should be done prior to our receipt of the Purchase Order or Job Order.

Printed Name/Signature/DATE

Immediate Supervisor

Telephone / Fax Number

Folding Conference Table

Product Dimensions:

1200mm L x 600mm D x 750mm Ht.

Specifications:

Structure: Melamine

Finish: MFC Laminated available in Light Gray finish only

Top: 25mm thick board

Legs: Metal legs in 2mm thick in black powder coated finish

With caster wheel

Sidings in 2mm PVC edge band

