

**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: samateo@bcda.gov.ph

REQUEST FOR QUOTATION

(Company Name):

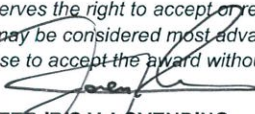
Date: 28 August 2025

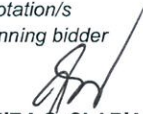
PR #: 0001552

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 **3 September 2025 at 05:00pm.**
- 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.


GLIZER IRIS V. LOVENDINO
Canvasser


ALMIRA S. CLARIANES
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)
1	LOT	SUPPLY, DELIVERY, AND INSTALLATION OF RETRACTABLE SEAT COVERS AT NEW CLARK CITY SPORTS FACILITIES				
7	SET	20ft L x 6ft W x 8ft H				
7	SET	12ft L x 5ft W x 3ft H				
		10ft L x 5ft W x 3ft H				
1	SET	TOTAL ABC IS PHP 950,000.00 with 5% Retention Money see attached Terms of Reference for full details				
TOTAL AMOUNT						₱

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
- 4) Latest 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) within 5 working days upon notification of the Notice of Award.

B) Suppliers who have previously submitted the above documentary requirements may no longer require its re-submission except for the Omnibus Sworn Statement. Noncompliance on the timely submission of OSS is a ground for disqualification.

Supply, Installation and Delivery Address: Management Property, New Clark City Sports Facilities, Brgy. Aranguren, Capas Tarlac**Terms and conditions:**

Price: **Inclusive of all applicable taxes and fees**
Payment: **30 calendar days**
Delivery: **30 calendar days**
Validity of price: **one (1) month**
WARRANTY: **12 months**

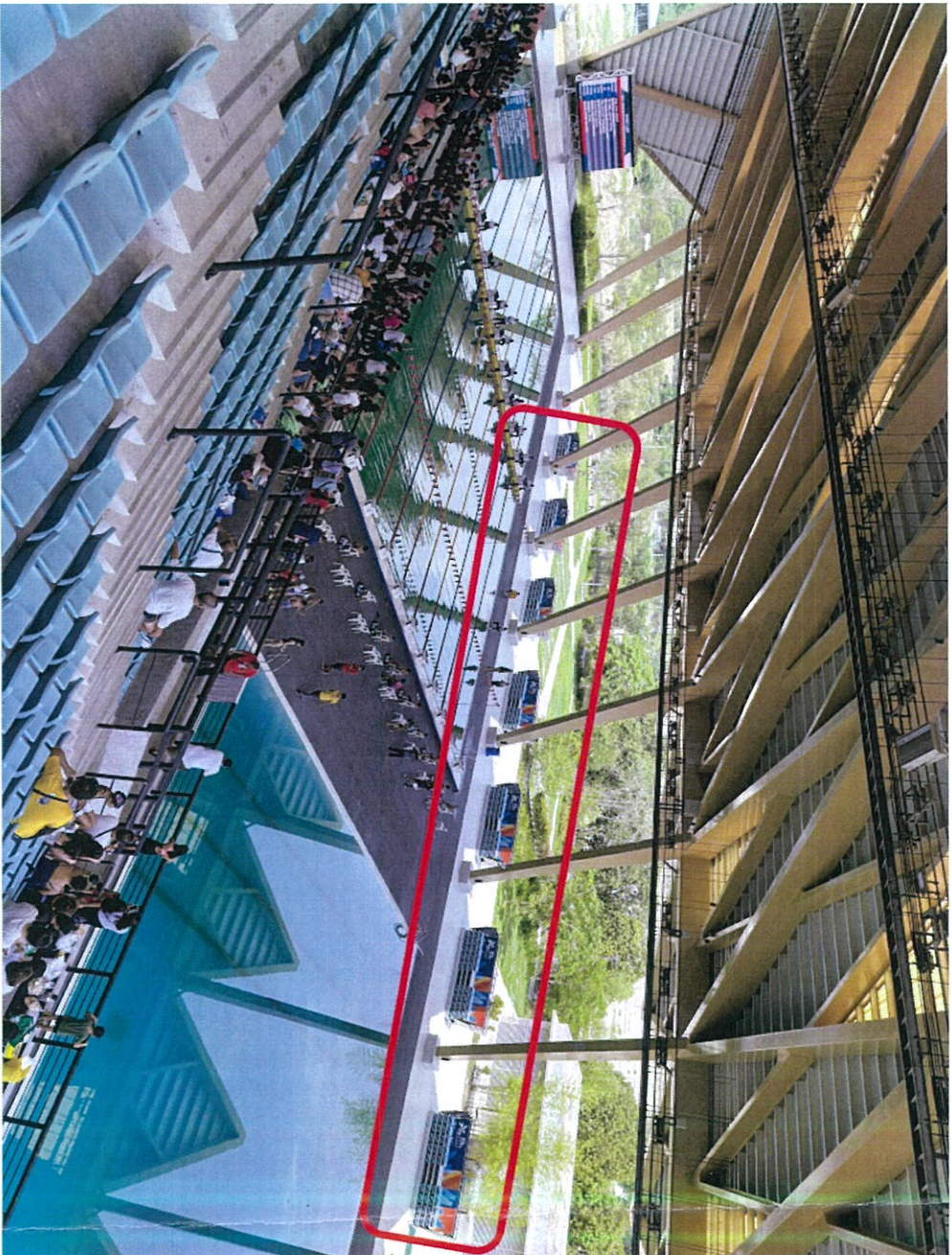
We hereby certify, that we have prepared, checked and reviewed this quotation.

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



RETRACTABLE
SEATS

TERMS OF REFERENCE (TOR)

PURCHASE OF RETRACTABLE SEAT COVERS

I. BACKGROUND:

The Bases Conversion and Development Authority (BCDA) intends to engage the services of a licensed supplier for the purchase of retractable seat covers at the Managed Property, New Clark City Sports Facilities, Brgy. Aranguren, Capas, Tarlac. The objective of this TOR is to hire a competent supplier experienced in the field of tarpaulin making with a minimum of one (1) year of prior experience on comparable or more complex equipment.

II. SCOPE OF WORK, DELIVERABLES AND QUALIFICATIONS:

The scope of work shall be the supply, delivery, and installation of retractable seat covers. The details are as follows:

QTY	Unit	Description
7	Sets	20ft L × 6ft W × 8ft H
7	Sets	12ft L × 5ft W × 3ft H
1	Sets	10ft L × 5ft W × 3ft H

The end-user shall provide the design for the retractable seat cover.

III. TECHNICAL SPECIFICATIONS

Waterproof - With an inner PU waterproof coating and added waterproof tape at the seams, our patio furniture covers can protect your furniture from heavy rain or snowstorms. In addition, it can also protect your patio furniture from destruction like dust, fallen leaves, bird droppings, etc.

Durable - Top heavy-duty 420D Oxford (polyester) fabric and PU coating, upgraded solid double thread stitching, fully protects the patio cover from cracking or damage by extreme weather. Since it is ultraviolet radiation, high-temperature resistant, and is easy to clean, it can be used all year round.

Easy to Install - The retractable seat cover is designed with four click-close straps at the bottom that keep the cover attached to the retractable seat, therefore, it is easy to install or remove the cover.

The design of the seat covers are attached as Annex A.

IV. DELIVERY PERIOD

The repairs shall be completed within thirty (30) calendar days upon receipt of the Notice to Proceed (NTP).

V. LOCATION

National Administrative Center (NGAC), Aquatics Center, New Clark City, Brgy. Aranguren, Capas, Tarlac

VI. APPROVED BUDGET FOR THE CONTRACT

Nine-Hundred Fifty Thousand Pesos only (Php 950,000.00) inclusive of VAT and all applicable government taxes and fees, chargeable to the BCDA GAA.

The ABC shall be the upper limit or ceiling for the bid prices. Bid prices that exceed the ABC shall be disqualified outright. Bidders shall submit proposals for all line items. Evaluation and contract award will be undertaken as a whole for the project. Lowest Calculated bidder will be based on the total Amount bid for the project.

VII. WARRANTY

In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty security shall be required from the contract awardee for a minimum period of one (1) year after acceptance by the BCDA of the delivered supplies in accordance with Section 62.1 of the 2016 revised IRR of RA No. 9184.

The obligation for the warranty shall be covered by the retention money in an amount equivalent to 5% of the total contract price. The said amounts shall only be released after the lapse of the warranty period.

ANNEX A

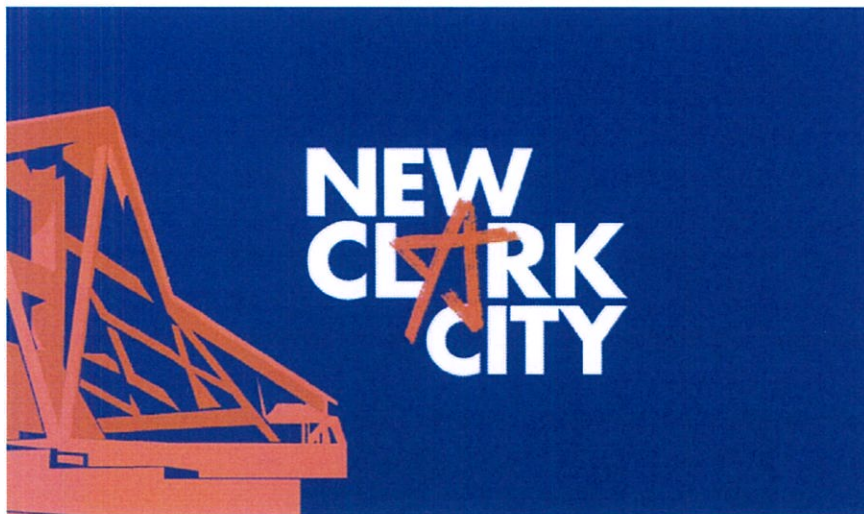
10ft L × 5ft W × 3ft H



FRONT VIEW



REAR VIEW



LEFT SIDE VIEW



**NEW
CLARK
CITY**

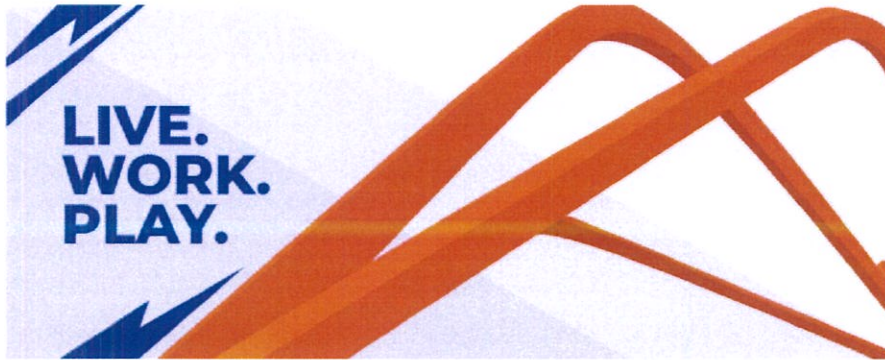
RIGHT SIDE VIEW



TRAIN AT THE BEST.

TOP VIEW

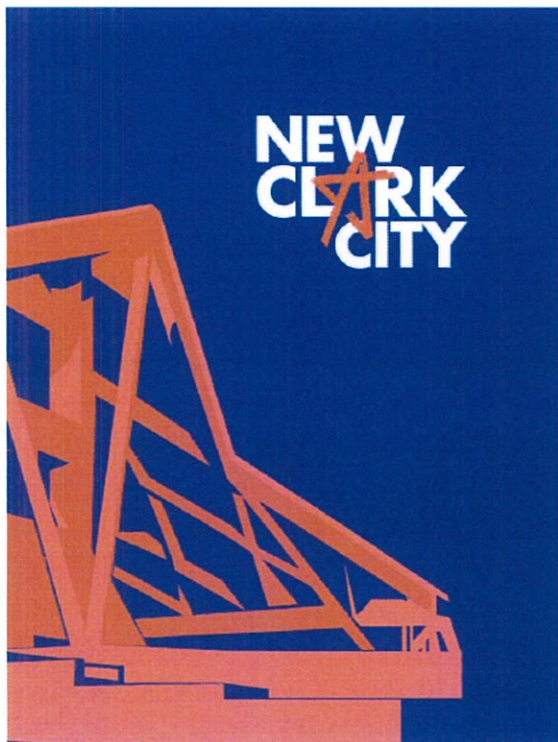
20ft L × 6ft W × 8ft H



FRONT VIEW



REAR VIEW



LEFT SIDE VIEW



RIGHT SIDE VIEW



TOP VIEW

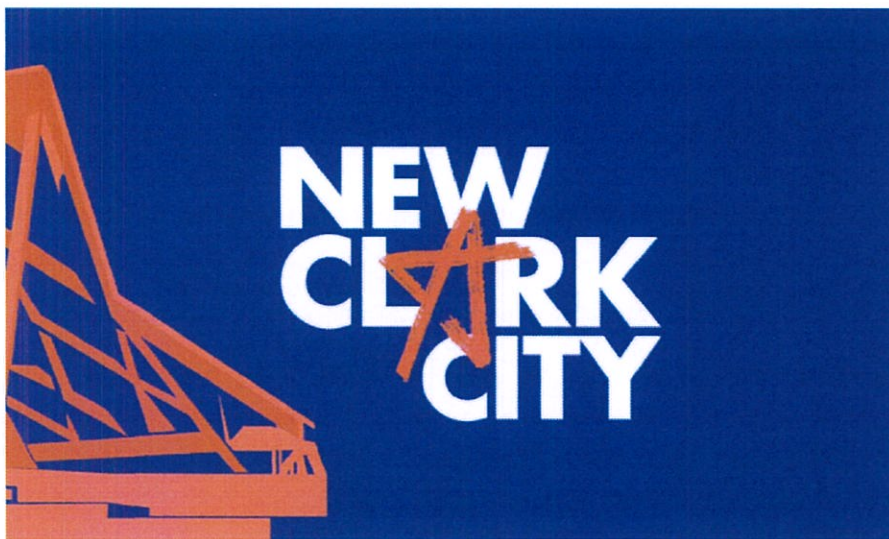
12ft L × 5ft W × 3ft H



FRONT VIEW



REAR VIEW



LEFT SIDE VIEW



**NEW
CLARK
CITY**

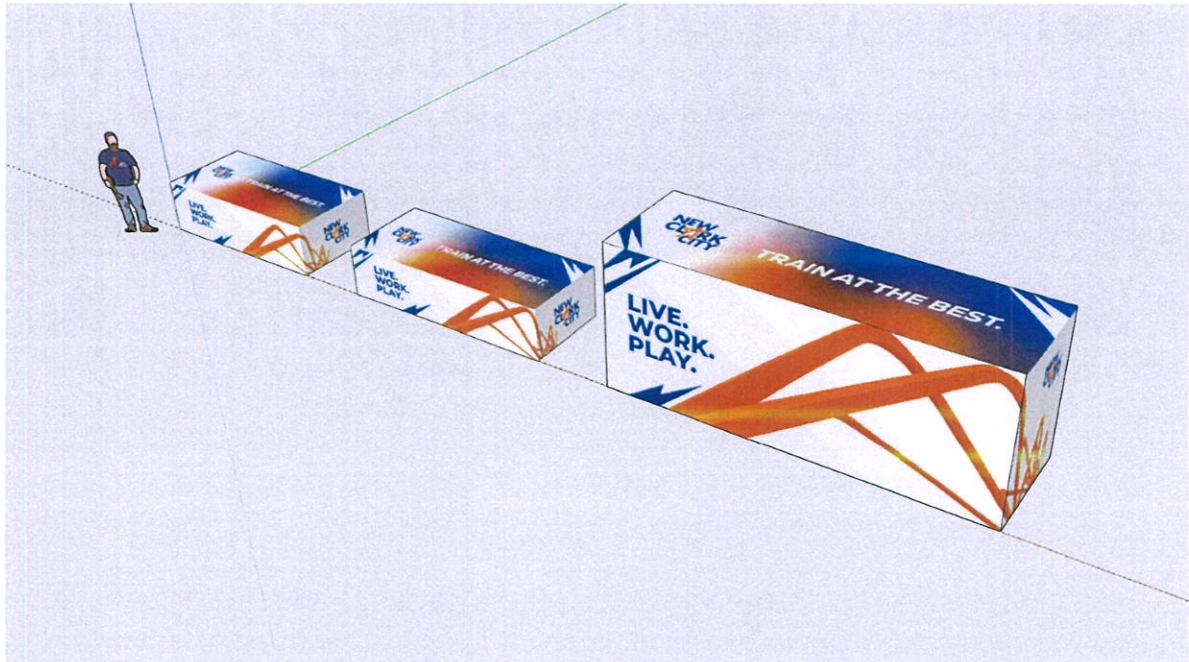
RIGHT SIDE VIEW



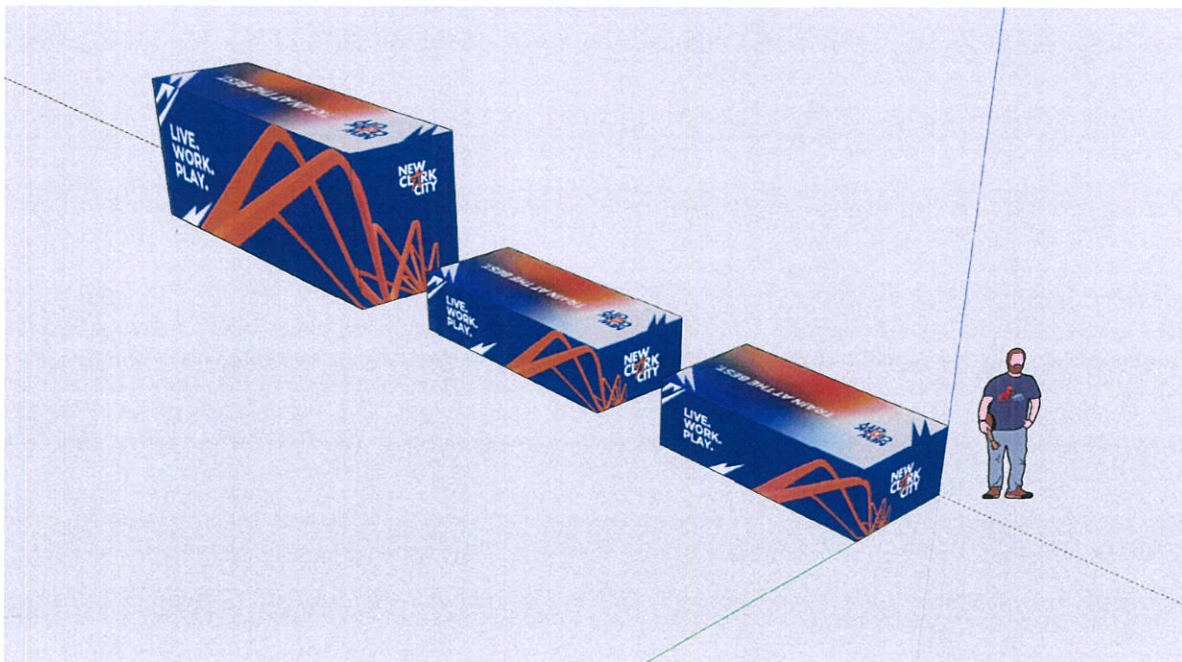
TRAIN AT THE BEST.

TOP VIEW

FRONT PERSPECTIVE VIEW



REAR PERSPECTIVE VIEW



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