



June 30, 2025

P-RFQ No. 2025-082

## REQUEST FOR QUOTATION

### SUPPLY AND DELIVERY OF GRAVEL (CONST-2025-02-005, 007, 010, 04-017, WR-2025-03-023)

The Santa Maria Water District (SMWD) hereinafter referred to as “the Purchaser”, through its Bids and Awards Committee (BAC), invite interested parties to submit price quotation for the project, “**SUPPLY AND DELIVERY OF GRAVEL**” through Small Value Procurement (Sec. 34 of R.A. No. 12009) with Approved Budget for the Contract (ABC) of Three Hundred Twenty-Six Thousand One Hundred Sixty Pesos Only (**₱326,160.00**).

|   | Description                          | Qty | Unit  | Unit Cost | Total Amount |
|---|--------------------------------------|-----|-------|-----------|--------------|
| 1 | <b>GRAVEL 3/4</b>                    | 165 | CU.M. |           |              |
|   | *** nothing follows ***              |     |       |           |              |
|   | Note: Staggered Delivery and Payment |     |       |           |              |

Likewise, it is understood that Purchaser’s specifications are minimum requirements. The Bidder/Supplier may offer higher specifications or additional items, if any. Failure to comply with the mandatory requirements shall render the quotation ineligible/disqualified.

Procurement procedures will be conducted in accordance with the provisions of the Implementing Rules and Regulations (IRR) of Republic Act No. 12009 (New Government Procurement Reform Act).

It is the intent of the Purchaser to evaluate the quotation for the item and award will be made to the quotation resulting in the overall lowest cost, meeting purchaser’s technical specifications.

Pursuant to Appendix A “Documentary Requirement for Alternative Methods of Procurement of Annex “H: of 2016 revised IRR of RA No. 9184, the following documents are required to be submitted along with your quotation/proposal.

1. PhilGEPS Registration Number
2. Mayor’s/Business Permit
3. Omnibus Sworn Statement – an unnotarized omnibus sworn statement can be submitted along with the quotation/proposal provided that a notarized copy shall be submitted prior to confirmation of the award by the supplier/contractor.

Additional Requirements to be Submitted along with your quotation/proposal:

1. Photo Copy of Sample Sales/Service Invoice (SI)
2. Certificate of Registration (BIR FORM 2303)
3. Tax Clearance

Failure to meet any one of the aforementioned requirements will result to rejection of your proposal/quotation.





Your prices must be quoted in Philippine Peso and must include the unit price and total price, inclusive of all taxes to be paid and other incidental cost to the delivery site if the contract is awarded. Quotations exceeding the Approved Budget for the Contract shall be rejected.

Payment shall be through check and advance payment is not allowed.

The duly accomplished quotation form may be typewritten or handwritten and may be placed in sealed envelope marked **SUPPLY AND DELIVERY OF GRAVEL** (RFQ No. 2025-082) and must be submitted on or before **July 4, 2025, 11:00AM** at the SMWD main office. It may also be sent via electronic mail on our official email address at [smwdbulacan@yahoo.com](mailto:smwdbulacan@yahoo.com) on the specified time stated above and address to the **BAC Chairperson, Ms. Maria Leonora S. Romarate**.

Quotations shall be valid until **December 31, 2025** from the deadline of submission of the same.

The Procuring Entity will issue a Purchase Order for the whole quantity of gravel but delivery is staggered depending upon the needs of the end users. A request slip shall be issued and the supplier shall act on it immediately as scheduled in the request slip.

**DELIVERY SITE:** On site, where the project is located (different barangays of Santa Maria, Bulacan).

The Santa Maria Water District reserves the right to accept or reject any quotation, and to annul the procurement process and reject all quotations at any time prior to Contract award, without thereby incurring any liability to the affected supplier or suppliers. SMWD also reserves the right to waive any required formality in the proposals received, and select the proposal which it determines to be the most advantageous to the government.

**Prepared by:**

Sgd  
**Romel P. Lazaga**  
Procurement Analyst

**Noted by:**

Sgd  
**Maria Leonora S. Romarate**  
BAC Chairperson