



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 12173932  
**Procuring Entity** CARLOS HILADO MEMORIAL STATE UNIVERSITY  
**Title** Procurement of Labor and Materials for the Improvement of the Students Affairs Office Conference Room at the Student Center in Talisay Campus  
**Area of Delivery** Negros Occidental

<b>Solicitation Number:</b>	RFQ 25-313	<b>Status</b>	<b>Pending</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations		
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Associated Components</b>	1
<b>Classification:</b>	Civil Works	<b>Bid Supplements</b>	0
<b>Category:</b>	Construction Projects		
<b>Approved Budget for the Contract:</b>	PHP 105,000.00	<b>Document Request List</b>	0
<b>Delivery Period:</b>	30 Day/s		
<b>Client Agency:</b>		<b>Date Published</b>	28/06/2025
<b>Contact Person:</b>	Rowena De la Vida Prado Administrative Assistant II Mabini Street Talisay City Negros Occidental Philippines 6115 63-34-7120005 Ext.142 63-939-9296624 bac.sec@chmsu.edu.ph	<b>Last Updated / Time</b>	27/06/2025 16:36 PM
		<b>Closing Date / Time</b>	07/07/2025 09:00 AM

#### Description

Republic of the Philippines  
 CARLOS HILADO MEMORIAL STATE UNIVERSITY  
 Talisay City, Negros Occidental  
 Mobile Phone Number: 0939 929 6624  
 bac.sec@chmsu.edu.ph

REQUEST FOR QUOTATION  
 Page 1 of 5  
 Date: JUNE 27, 2025  
 Quotation No. 25-313

Please quote your lowest price on the item/s listed below, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than \_\_\_\_\_ in the return envelope attached herewith.

DR. ANDREW EUSEBIO S.TAN  
 BAC Chairman

#### NOTE:

1. ALL ENTRIES MUST BE TYPEWRITTEN
2. DELIVERY PERIOD WITHIN 30 CALENDAR DAYS
3. WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY

4. PRICE VALIDITY SHALL BE FOR A PERIOD OF \_\_\_\_\_ CALENDAR DAYS  
 5. G-EPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION  
 6. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED

#### ITEM DESCRIPTION OF WORKS QTY. UNIT MATERIAL COST LABOR COST TOTAL COST

NO. Unit Cost Material Sub-Total Cost Unit Cost Labor Sub-Total Cost

ONE (1) LOT

LABOR AND MATERIALS FOR THE IMPROVEMENT OF THE STUDENTS AFFAIRS OFFICE (CONFERENCE ROOM)  
 STUDENT CENTER AT TALISAY CAMPUS

#### SCOPE OF WORKS

##### 1.0 GENERAL REQUIREMENTS

- 1.1 Mobilization and Demobilization  
 1.2 Safety Occupational Hazards  
 1.3 Site Clearing, Cleaning and Hauling

##### 2.0 ARCHITECTURAL WORKS

##### 2.1 CARPENTRY WORKS

- 2.1.1 Fabrication and Installation of Wall Mounted Foldable Table  
 2.1.2 Installation of Wall Mounted Foldable Table Accessories

##### 2.2 PAINTING WORKS

- 2.2.1 Touch Up Paint for Walls that were Affected During the Installation of Glass Partiton and Foldable Table  
 2.2.2 Surface Preparation and Painting of Wall Mounted Foldable Table  
 2.3 Supply and installation of Glass Partition with complete accessories

##### 2.3.1 Glass partition and frames

- 2.3.2 Supply and installation of 1-unit sliding glass door  
 2.3.3 Installation of lock Set with Complete Mounting Accessories

##### 3.0 MISCELLANEOUS WORKS

#### BILL OF QUANTITIES

##### 1.0 GENERAL REQUIREMENTS

- 1.1 Mobilization and Demobilization 1.00 lot  
 1.2 Safety Occupational Hazards 1.00 lot  
 1.3 Site Clearing, Cleaning and Hauling 1.00 lot

Sub-total, 1.0 (GENERAL REQUIREMENTS)

##### 2.0 ARCHITECTURAL WORKS

##### 2.1 CARPENTRY WORKS

Fabrication and Installation of Wall Mounted Foldable Table

- 2.1.1 1.2m x 2.4m Marine Plywood, Laminated 1 sht  
 2.1.2 "16"" (400mm x 170mm x 21mm x 25mm x 250mm)

Foldable Angle Bracket, Heavy Duty (with Complete Accessories)" 1 set

- 2.1.3 Touch-up Paint for Wall Mounted Foldable Table 1 lot

Sub-total, 2.1 (CARPENTRY WORKS)

##### 2.2 PAINTING WORKS

- 2.2.1 Touch-up Paint for Walls that were Affected During the Installation of Glass Partition 1 lot  
 2.2.2 Surface Preparation and Painting of Wall Mounted Table Top 1 lot

Sub-total, 2.2 (PAINTING WORKS)

##### 2.3 GLASS WORKS

- 2.3.1 6mm thick Clear Glass Partition and 1-set sliding glass door with complete lock set and mounting accessories;  
 include labor for installation (area = 17.13 sq.m) 1 lot

Sub-total, 2.3 (GLASS WORKS)

##### 3.0 MISCELLANEOUS WORKS

FOR ALL OTHER ITEMS that are not included in the listed Bill of Quantities in your bid but are deemed necessary for the completion of the work and the delivery of the project. 1.00 lot

Sub-total, 3.0 (MISCELLANEOUS WORKS)

PROJECT DURATION: 30 CALENDAR DAYS

Note: Attach Certificate of Site Inspection

A. TOTAL DIRECT COST

B. CONSUMABLES:

C. SUPERVISION AND ADMINISTRATION:

D. TOTAL INDIRECT COST (B+C):

E. TOTAL COST (A+D)

F. VAT (12% OF ITEM E):

GRAND TOTAL OF PROJECT COST:

\*\*\*\*\*NOTHING FOLLOWS\*\*\*\*\*

TOTAL ABC = Php 105,000.00

PROCUREMENT OF LABOR AND MATERIALS FOR THE IMPROVEMENT OF THE STUDENTS AFFAIRS OFFICE  
 (CONFERENCE ROOM) STUDENT CENTER AT TALISAY CAMPUS/M.V. VIOLANDA (OSAS-Director)

PR# 25-640-0529 05-29-25

INCOME 447-164-25-06 06-09-25

#### Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	ONE (1) LOT	Labor and Materials for the Improvement of the Students Affairs Office Conference Room at the Student Center	1	Lot	105,000.00

**Created by** Rowena De la Vida Prado  
**Date Created** 27/06/2025

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REQUEST FOR QUOTATION


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Date: JUNE 27, 2025  
Quotation No. 25-313

\_\_\_\_\_

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Please quote your lowest price on the item/s listed below, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than \_\_\_\_\_ in the return envelope attached herewith.

  
DR. ANDREW EUSEBIO S.TAN  
BAC Chairman

NOTE:

- 1. ALL ENTRIES MUST BE TYPEWRITTEN
- 2. DELIVERY PERIOD WITHIN 30 CALENDAR DAYS
- 3. WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY
- 4. PRICE VALIDITY SHALL BE FOR A PERIOD OF \_\_\_\_\_ CALENDAR DAYS
- 5. G-EPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION
- 6. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED

ITEM NO.	DESCRIPTION OF WORKS	QTY.	UNIT	MATERIAL COST		LABOR COST		TOTAL COST
				Unit Cost	Material Sub-Total Cost	Unit Cost	Labor Sub-Total Cost	
	ONE (1) LOT							
	LABOR AND MATERIALS FOR THE IMPROVEMENT OF THE STUDENTS AFFAIRS OFFICE (CONFERENCE ROOM) STUDENT CENTER AT TALISAY CAMPUS							
	SCOPE OF WORKS							
1.0	GENERAL REQUIREMENTS							
1.1	Mobilization and Demobilization							
1.2	Safety Occupational Hazards							
1.3	Site Clearing,Cleaning and Hauling							
2.0	ARCHITECTURAL WORKS							
2.1	CARPENTRY WORKS							
2.1.1	Fabrication and Installation of Wall Mounted Foldable Table							
2.1.2	Installation of Wall Mounted Foldable Table Accessories							
2.2	PAINTING WORKS							
2.2.1	Touch Up Paint for Walls that were Affected During the Installation of Glass Partiton and Foldable Table							

Released (BAC) \_\_\_\_\_ Date \_\_\_\_\_ By \_\_\_\_\_

Returned (Supplier) \_\_\_\_\_

\_\_\_\_\_  
Printed Name/Signature

\_\_\_\_\_  
Tel. No./Cellphone No.

\_\_\_\_\_  
Date





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ITEM NO.	DESCRIPTION OF WORKS	QTY.	UNIT	MATERIAL COST		LABOR COST		TOTAL COST
				Unit Cost	Material Sub-Total Cost	Unit Cost	Labor Sub-Total Cost	
2.2.2	Surface Preparation and Painting of Wall Mounted Foldable Table							
2.3	<b>Supply and installation of Glass Partition with complete accessories</b>							
2.3.1	Glass partition and frames							
2.3.2	Supply and installation of 1-unit sliding glass door							
2.3.3	Installation of lock Set with Complete Mounting Accessories							
3.0	<b>MISCELLANEOUS WORKS</b>							
	<b>BILL OF QUANTITIES</b>							
1.0	<b>GENERAL REQUIREMENTS</b>							
1.1	Mobilization and Demobilization	1.00	lot					
1.2	Safety Occupational Hazards	1.00	lot					
1.3	Site Clearing, Cleaning and Hauling	1.00	lot					
	<b>Sub-total, 1.0 (GENERAL REQUIREMENTS)</b>							

Date

By

Released (BAC) \_\_\_\_\_  
Returned (Supplier) \_\_\_\_\_

Printed Name/Signature

Tel. No./Cellphone No.

Date



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				Unit Cost	Material Sub-Total Cost	Unit Cost	Labor Sub-Total Cost	
2.0	<b>ARCHITECTURAL WORKS</b>							
2.1	<b>CARPENTRY WORKS</b>							
	<b>Fabrication and Installation of Wall Mounted Foldable Table</b>							
2.1.1	1.2m x 2.4m Marine Plywood, Laminated	1	sht					
2.1.2	16" (400mm x 170mm x 21mm x 25mm x 250mm) Foldable Angle Bracket, Heavy Duty (with Complete Accessories)	1	set					
2.1.3	Touch-up Paint for Wall Mounted Foldable Table	1	lot					
	<b>Sub-total, 2.1 (CARPENTRY WORKS)</b>							
2.2	<b>PAINTING WORKS</b>							
2.2.1	Touch-up Paint for Walls that were Affected During the Installation of Glass Partition	1	lot					
2.2.2	Surface Preparation and Painting of Wall Mounted Table Top	1	lot					
	<b>Sub-total, 2.2 (PAINTING WORKS)</b>							

Date

By

Released (BAC) \_\_\_\_\_  
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Printed Name/Signature

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				Unit Cost	Material Sub-Total Cost	Unit Cost	Labor Sub-Total Cost	
2.3	GLASS WORKS							
2.3.1	6mm thick Clear Glass Partition and 1-set sliding glass door with complete lock set and mounting accessories; include labor for installation (area = 17.13 sq.m)	1	lot					
	Sub-total, 2.3 (GLASS WORKS)							
3.0	MISCELLANEOUS WORKS							
	FOR ALL OTHER ITEMS that are not included in the listed Bill of Quantities in your bid but are deemed necessary for the completion of the work and the delivery of the project.	1.00	lot					
	Sub-total, 3.0 (MISCELLANEOUS WORKS)							
	PROJECT DURATION: 30 CALENDAR DAYS							
	Note: Attach Certificate of Site Inspection							
	A. TOTAL DIRECT COST							

Released (BAC) \_\_\_\_\_ Date \_\_\_\_\_ By \_\_\_\_\_  
Returned (Supplier) \_\_\_\_\_

Printed Name/Signature \_\_\_\_\_  
Tel. No./Cellphone No. \_\_\_\_\_  
Date \_\_\_\_\_



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				Unit Cost	Material Sub-Total Cost	Unit Cost	Labor Sub-Total Cost	
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	C. SUPERVISION AND ADMINISTRATION:							
	D. TOTAL INDIRECT COST (B+C):							
	E. TOTAL COST (A+D)							
	F. VAT (12% OF ITEM E):							
	GRAND TOTAL OF PROJECT COST:							
	*****NOTHING FOLLOWS*****							
	TOTAL ABC = Php 105,000.00							
	PROCUREMENT OF LABOR AND MATERIALS FOR THE IMPROVEMENT OF THE STUDENTS AFFAIRS OFFICE (CONFERENCE ROOM) STUDENT CENTER AT TALISAY CAMPUS/M.V. VIOLANDA (OSAS-Director)							
	PR# 25-640-0529 05-29-25							
	INCOME 447-164-25-06 06-09-25							

Date \_\_\_\_\_ By \_\_\_\_\_

Released (BAC) \_\_\_\_\_

Returned (Supplier) \_\_\_\_\_

Printed Name/Signature





Tel. No./Cellphone No.

Date



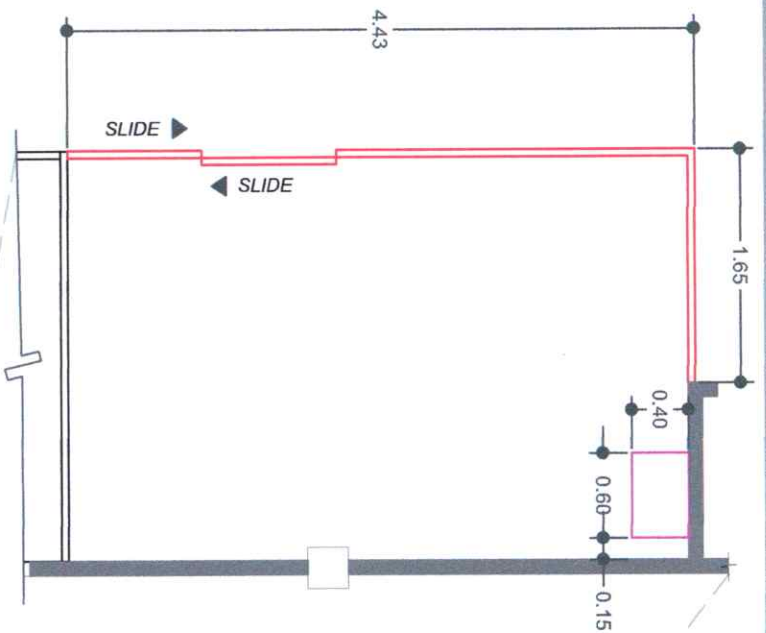


# PERSPECTIVE DRAWING

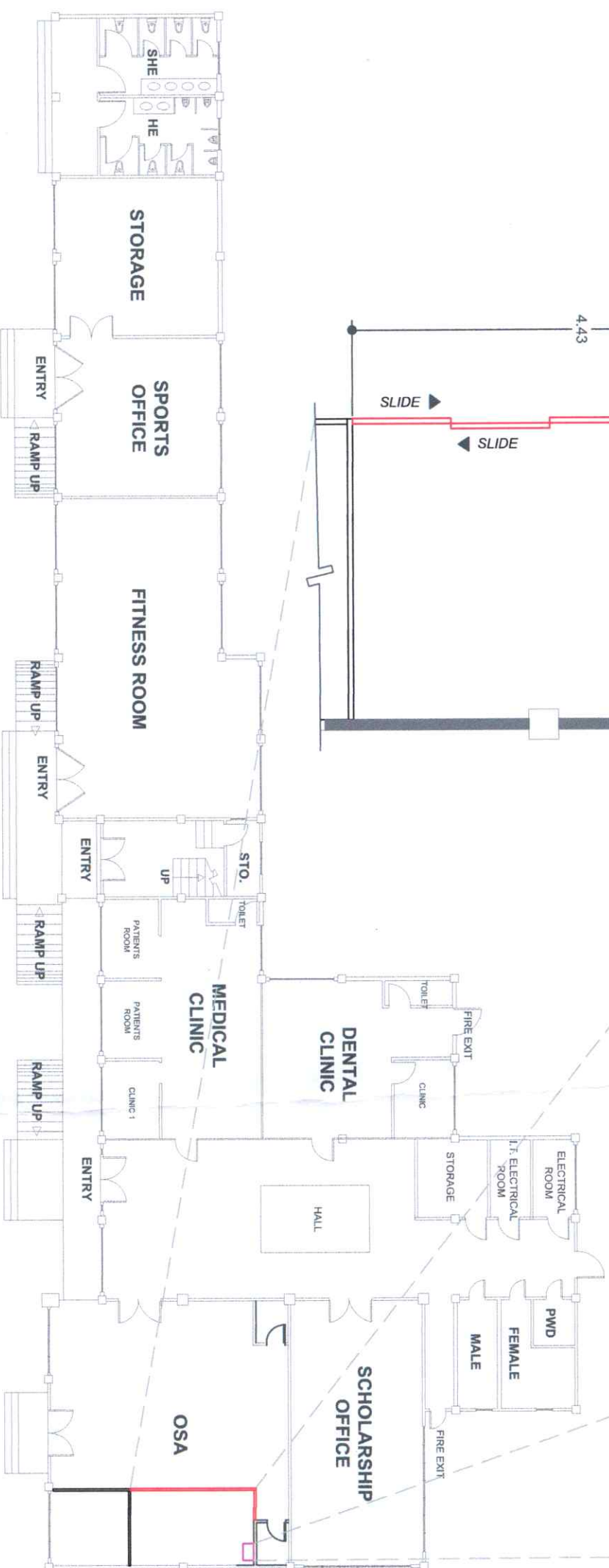
 Republic of the Philippines CARLOS HILADO MEMORIAL STATE UNIVERSITY Negros Occidental	PROJECT TITLE:		PREPARED BY:		CHECKED BY:		APPROVED BY:		SHEET NO:	PAGE NO:	
	IMPROVEMENT OF STUDENT AFFAIRS OFFICE - CONFERENCE ROOM GLASS PARTITION, STUDENT CENTER BUILDING GROUND FLOOR		 KRISTIELOJO RECREANTANE		 ENGR. DESALE O. CHAVEZ No. 1 ENGR. DESALE O. CHAVEZ REGISTRAR FROM		 ENGR. JUN-JUN J. MARQUIZ REGISTRAR FROM		ROSALINDA S. JUVILLA, JD VICE PRESIDENT FOR ADMINISTRATION AND FINANCE	NORBERTO MANGULABNAN, PH.D VICE PRESIDENT III	A

## GLASS WALL PARTITION

 WALL MOUNTED



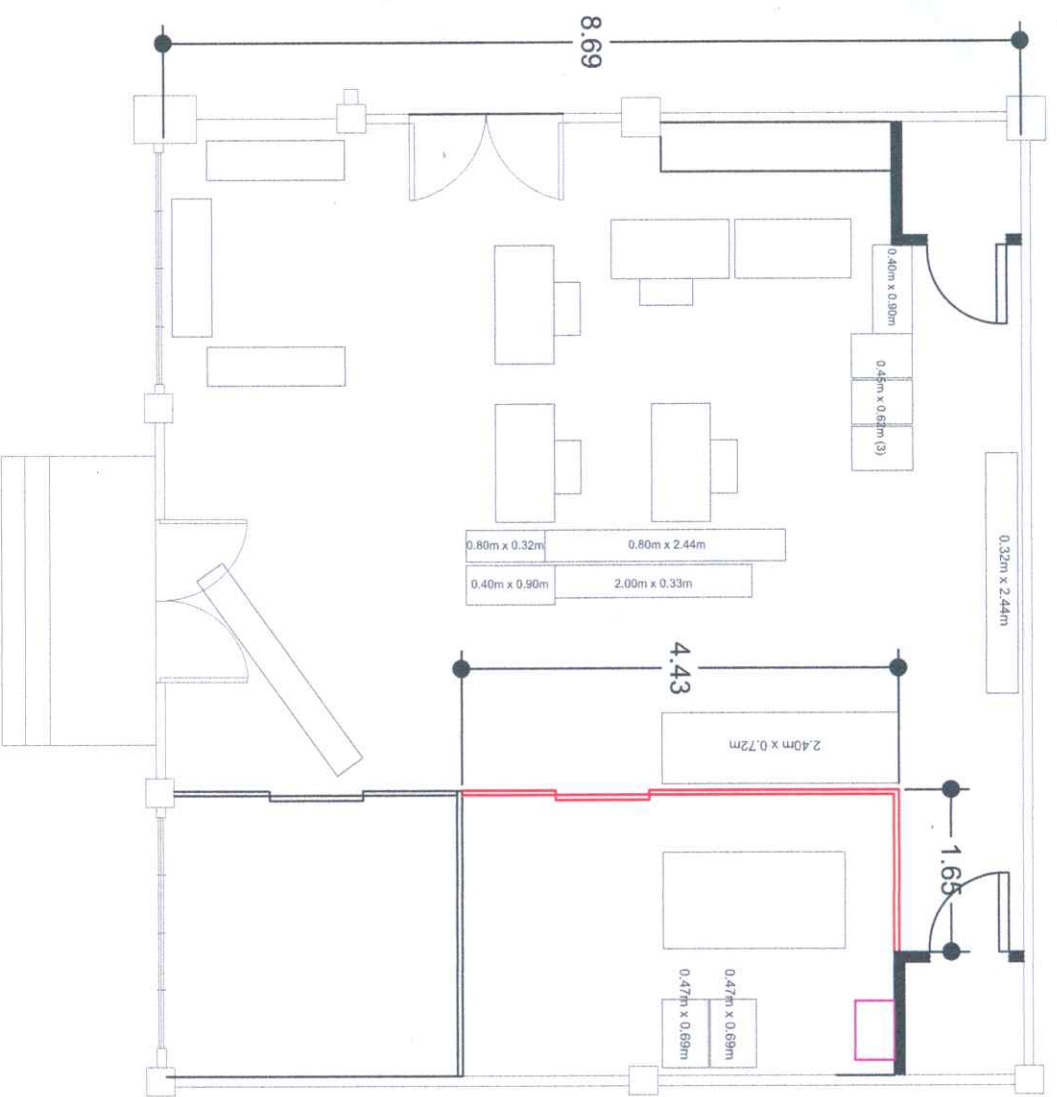
(SEE DETAILED DRAWING)



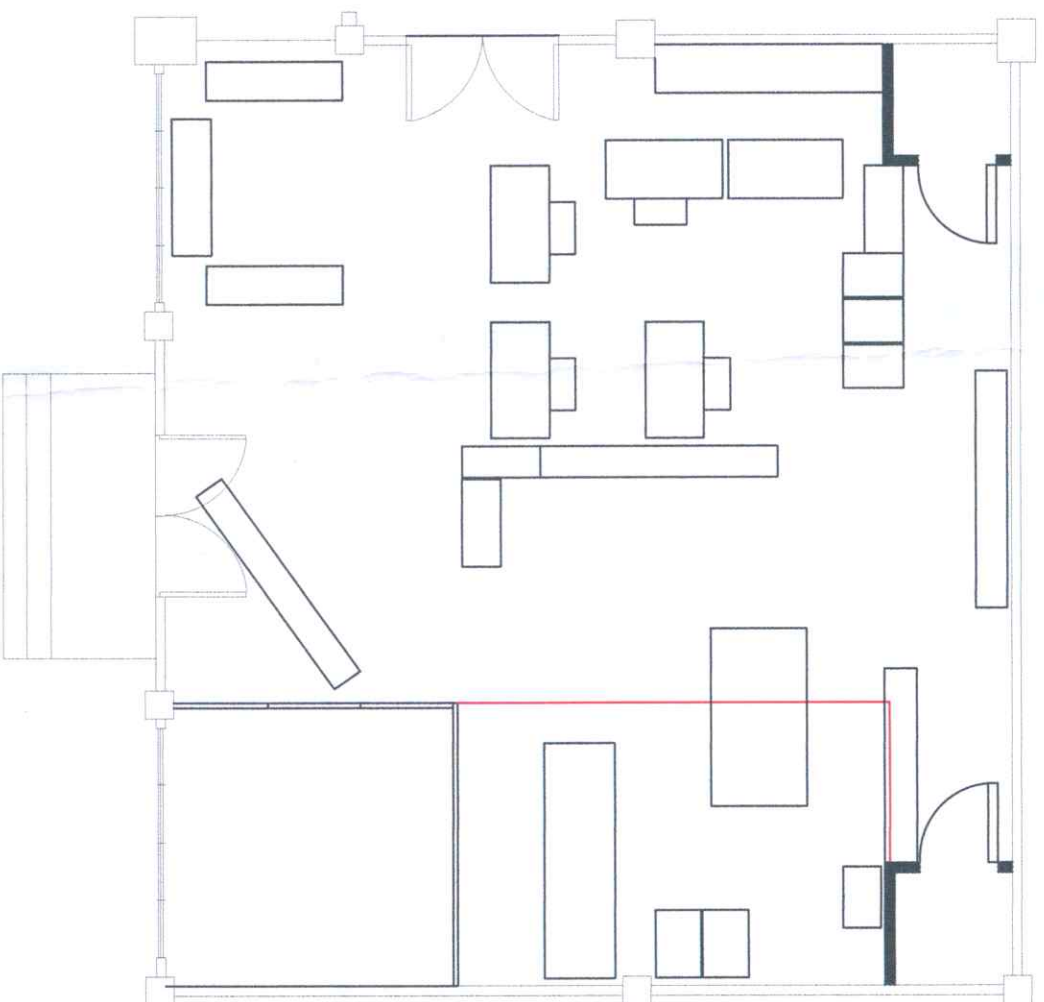
STUDENT CENTER GROUND FLOOR PLAN  
SCALE 1:100M

1:100M



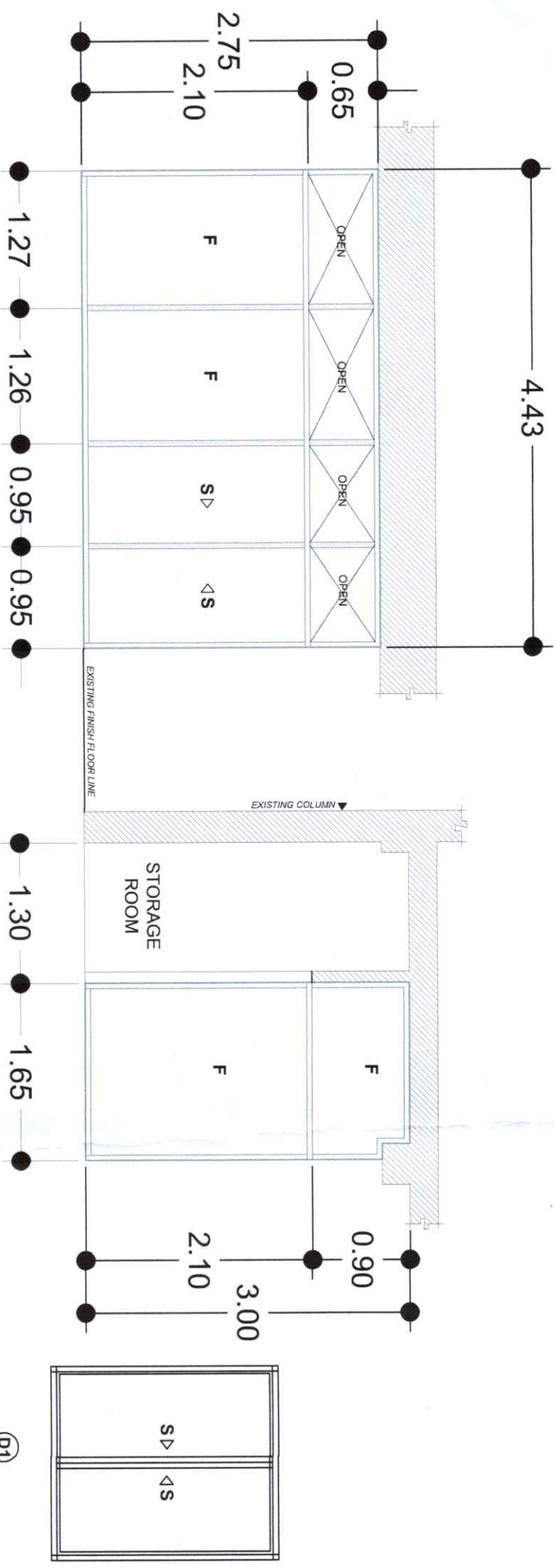


# PROPOSED FURNITURE ARRANGEMENT



# EXISTING FURNITURE ARRANGEMENT SCALE






ELEVATION "A"

ELEVATION "B"

GLASS PARTITION DETAIL  
SCALE 1:50M

NO OF SET : 1 SET  
LOCATION : OSA  
SIZE : 2.1M x 1.9M  
DESCRIPTION :  
SLIDING TYPE GLASS DOOR with  
6mm thick TINTED GLASS and 1" x 2"  
ALUMINUM FRAME

 Republic of the Philippines CARLOS HILADO MEMORIAL STATE UNIVERSITY Negros Occidental OFFICE OF THE PHYSICAL PLANT DEVELOPMENT AND MANAGEMENT	PROJECT TITLE: IMPROVEMENT OF STUDENT AFFAIRS OFFICE - CONFERENCE ROOM GLASS PARTITION, STUDENT CENTER BUILDING GROUND FLOOR	PREPARED BY: KRISTEL JBY R. MANERANTE	CHECKED BY: ENG. GABRIEL S. CHAVEZ TO : ENG. GABRIEL S. CHAVEZ PROJ. ENGINEER	ENG. GABRIEL S. CHAVEZ DIRECTOR PDDM	ROSA LINDA S. VIVILLA, JD VICE PRESIDENT FOR ADMINISTRATION AND FINANCE	NORBERTO P. MANABULABAN, Ph.D. SUC PRESIDENT III	SHEET NO.: A	PAGE NO.: 4
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3/4 INCH, MARINE LAMINATED  
PLYWOOD TABLE TOP  
(0.60M x 0.40M)

MARINE LAMINATED  
PLYWOOD

16" FOLDABLE ANGLE  
BRACKET, HEAVY DUTY  
(400mm x 170mm x 21mm  
x 25mm x 250mm)

Fold switch

FOLDABLE ANGLE BRACKET

COLLAPSIBLE WALL MOUNTED TABLE

# WALL MOUNTED FOLDABLE TABLE DETAIL

SCALE

NDTS



Republic of the Philippines  
CATALOS HILADO MEMORIAL  
STATE UNIVERSITY  
NORTH COTABATO  
OFFICE OF THE PHYSICAL PLANNING DEVELOPMENT  
AND MANAGEMENT

PROJECT TITLE:

IMPROVEMENT OF STUDENT AFFAIRS OFFICE -  
CONFERENCE ROOM GLASS PARTITION,  
STUDENT CENTER BUILDING GROUND FLOOR

PREPARED BY:

UNIVERSITY DRAFTSMAN  
KIMBLETT J. R. PERERANTE

CHECKED BY:

ENGR. RICHARD O. CHAVEZ  
PROJECT ENGINEER  
ENGR. GABRIEL J. NUNO JR.  
PROJECT ENGINEER

APPROVED BY:

ROSA LINDA S. ALVILLA, JD  
VICE PRESIDENT FOR ADMINISTRATION AND FINANCE

NORBERTO E. MANCILLABLAN, Ph.D  
SUC PRESIDENT III

SHEET NO.:

A

PAGE NO.:

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