



Republic of the Philippines
Province of Cagayan
Municipality of Lasam

BIDS AND AWARDS COMMITTEE

SOLICITATION NO. : 2026-035
PRNO. : 2026-05-006
RFQNO. : SVP-2026-004
DATE : MAY 05, 2026
PUBLISH

**REQUEST FOR QUOTATION
MODE OF PROCUREMENT (SMALL VALUE)**

To All Interested Suppliers/Bidders:

Please quote your lowest price inclusive of VAT on the item/s listed below.

Ensure that your quotation is duly signed, sealed, and properly labeled with Request for Quotation and PR No/s. Quotations should be submitted at the Municipal Planning and Development Office, Second Floor, Lasam Town Hall, Centro 02, Lasam, Cagayan no later than 09:00 AM on May 08, 2026 .

Bidders are responsible for verifying the accuracy of the quoted items with the Bids and Awards Committee (BAC) Secretariat. Please complete this RFQ form correctly and accurately, without making any alterations to its contents.

For any inquiries or clarifications, please contact us via email at baclgulasam@gmail.com.

Project Title: Procurement of Computerized Accounting System for Local Government Unit of Lasam

ITEM NO.	UNIT	ITEM & DESCRIPTION	QTY	UNIT ABC PRICE	UNIT PRICE BID	AMOUNT
1	lot	Computerized Accounting System	1	300,000.00		
		Pre-installed new standard government chart of accounts, users can add trust funds and special accounts/reports can be printed separately or consolidated				
		Integrated with PPE management and bank reconciliation upgraded to cloud server platform				
		Multilevel access function to restrict and assign specific task to user and serve as audit trail				
		Files-chart of accounts, functions/programs, trust funds, special accounts, bank accounts, creditors, disbursing officers, recurring entries				
		Transactions-budgetary entry, obligation request, JEV, collections and deposits, check disbursement, cash disbursement, PPE entry				
		Reports generated in the accounting office: General Journal with Recap, cash receipts journal with recap, check disbursement journal with recap, cash disbursement journal with				

		recap, check register, creditor's S/L, general ledgers, general ledger summary, subsidiary ledgers, bank recon, PPE inventory, provision for depreciation, property ledger card, general ledger, report of revenue receipts, pre and post ,closing trial balance, detailed cash flow, comparative financial statements, detailed financial performance and financial position.				

APPROVED BUDGET FOR THE CONTRACT: 300,000.00

AMOUNT IN WORDS: THREE HUNDRED THOUSAND PESOS.

I hereby CERTIFY that the items mentioned above, along with their respective brands, makes, and unit prices (whether locally produced or imported), are products regularly distributed and/or sold by our establishment. They are readily available for inspection at any time.

Bidder's Company Name:		
Address :		
Contact No.:	Email add:	
Bidder's Name/ Authorized Representative:		Date:
	Signature over Printed Name	



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INVITATION TO SUBMIT QUOTATION

The Bids and Awards Committee (BAC) of the Municipality of Lasam, Cagayan, cordially invites all suppliers, distributors, and manufacturers to submit quotations for the following projects:

Name of Project	Approve Budget for the Contract
1. Procurement of Computerized Accounting System for Local Government Unit of Lasam	300,000.00

Interested suppliers must provide their PhilGEPS Registration Number, Mayor's Permit, and Omnibus Sworn Statement along with a completed and signed quotation form.

The Contract shall be awarded to the Lowest Calculated Responsive Supplier which complies with the minimum description as stated above and other terms and conditions stated in the Request for Quotation form.

Quotations must be duly signed and sealed, and clearly labeled with the RFQ indicating the PR No/s of the project of interest. They should be submitted to the BAC which must be duly received by the BAC Secretariat at the Municipal Planning and Development Office, Second Floor, Lasam Town Hall, Centro 02, Lasam, Cagayan.

JOSE A. REBULTAN, JR.
BAC Chairman