



Republika ng Pilipinas
PAMAHALAANG LUNGSOD NG TACLOBAN
(City Government of Tacloban)
Kanhuraw Hill, Tacloban City 6500

BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION

1st Canvassing

Company Name/Supplier: _____

Address: _____

Contact No. _____

RFQ No.	2022-278
RFQ Date:	4/22/2022
Approved Budget for the Contract (ABC)	P352,880.00
Mode of Procurement	Negotiated Procurement/ NP-SVP
PR No.	2022-584
PR Date:	4/8/22
End-user:	CCDLAO

Procurement Title/Category: Grocery Items

Please quote your lowest price for the item(s) listed below, subject to terms and conditions stated hereunder and submit your sealed quotation duly signed by your representative to our office not later than **9 o' clock** in the morning, of **April 27, 2022**. Opening of quotation shall be held at **2 o'clock** in the afternoon of **April 28, 2022**.

Sgd. JONATHAN R. HIJADA

BAC Chairman

Terms & Conditions:

- All entries must either be typewritten or legibly handwritten;
- Delivery Period: (30) thirty days upon receipt of Purchase Order (PO) or as may be required by the appropriate authority. Administrative penalties pursuant to Rule XXXIII, Section 69 of RA 9184 shall be imposed for non-delivery without valid reason;
- Warranty shall be for a minimum of three (3) months for supplies and materials, and one (1) year for equipment from date of acceptance of end-user;
- Quoted price shall be valid for a period of (6) months;
- Documents to be attached upon submission of this quotation:
 - Valid Mayor's Business Permit
 - PhilGEPS Registration Number/Organization ID Number
 - Notarized Original Omnibus Sworn Statement (**Revised format GPPB Resolution No. 16-2020**)
 - Brochure showing brand, model and specifications of the product being offered, if applicable.
 - All photocopied documents submitted shall be a certified copy from the original.
 - All documents must be enclosed in a properly labeled and sealed envelope, indicating the PR No.
- The BAC shall conduct the alternative procurement process in accordance with RA 9184 and its 2016 RIRR.

ITEM NO.	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
1.	Soy Sauce (200 ml) pouch	500	Pcs		
2.	Vinegar (200ml) pouch	500	Pcs		
3.	Oil	20	Jugs		
4.	Coffee 3 in 1 original 30g/sachet	4,032	Pcs		
5.	Instant Noodles 55g/pack	1440	Pcs		
6.	Canned Corned Beef 150g	1000	Can		
7.	Shampoo sachet (13ml)	1944	Set		
8.	Sardines 155g/can	1000	Pcs		
9.	Sugar white (25kl/sack)	7	Sacks		
10.	Brown sugar (25kl/sack)	7	Sacks		

11.	Powdered Milk sachet 33g	1300	Pc		
12.	Napkin (4pcs/pack)	100	Packs		
13.	Tissue (2ply 9pcs/pack)	20	Packs		
14.	Detergent Powder 70 g	1800	Pcs		
15.	Hair conditioner 11ml	1200	Pcs		
16.	Assorted biscuits(10pcs/pack sandwich)	60	Packs		
17.	Detergent Bar 380g/bar	360	Pcs		
18.	Soft drink (290ml)	240	Pcs		
19.	Soft drink (1.5 ltr)	200	Pcs		
20.	Beef loaf (150g/can)	1000	Pcs		
	<i>xxxxx nothing follows xxxxx</i>	GRAND TOTAL:			

Brand & Model: _____ Warranty: _____

Delivery Period: _____ days upon receipt of the PO Price valid until: _____

After having carefully read and accepted your General Conditions (terms and conditions), I/We quote you on the item(s) at prices provided above. If the space for Delivery Period, Warranty and Price Validity are left blank, it means that I concur with the terms and conditions specified by your procuring entity.

 Printed Name/Signature/Date

 Contact Number