



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.	2022-572
RFQ Date:	9/6/2022
Approved Budget for the Contract (ABC)	₱427,212.50
Mode of Procurement	Shopping B
PR No.	2022-1055
PR Date:	8/24/22
End-user:	CMO-Supply

Procurement Title/Category: Janitorial Supplies

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 **September 12, 2022**. Opening of quotation shall be held at **2 o'clock** in the afternoon of **September 13, 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
 - 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 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.	AIR FRESHENER SPRAY, aerosol, 280ml/150g min	100	Can		
2.	ALCOHOL, isopropyl, 70%, scented, 500ml (-5ml)	800	Btl		
3.	TOILET TISSUE PAPER 2-plys sheet, 150 pulls, 12rolls/pack	100	Pack		
4.	Broom, Soft (Tambo), weight: 200g min tiger grass	30	Pc		
5.	BROOM, STICK (TING-TING), usable length: 760mm min	30	Pc		
6.	Chlorine Powder	10	Kilo		
7.	Dishwashing Liquid, 250ml	50	Btl		
8.	DETERGENT POWDER, all purpose, 1kg	50	Pouch		
9.	DISINFECTANT SPRAY, aerosol type, 400-500 grams	200	Can		
10.	Insecticide, aerosol type, net content: 420ml min	100	Can		
11.	Fabric Conditioner, 1 liter	20	Btl		
12.	Floor Mat, rubber/cloth	10	Pc		
13.	Black Bag, XL, 10's/roll	500	Roll		
14.	DUST PAN, non-rigid plastic, w/detachable handle	40	Pc		

15.	Glass Cleaner, 500ml	50	Pc		
16.	Mop Spin, 360 with bucket	10	Pc		
17.	Muriatic Acid, 4liters/gal	10	Gal		
18.	Toilet Deodorant Cake, 50 gsm, 3's/box	70	Box		
19.	Toilet Brush, plastic with handle	10	Pc		
20.	Toilet Rubber Pump	10	Pc		
21.	Rags, all cotton, 10pcs/bundle	50	Bundle		
22.	Hand Wash Soap, liquid, 1L	50	Bottle		
23.	Air freshener CAR SCENTED GEL, 180grams	50	Pc		
	<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