



Republic of the Philippines
QUEZON CITY GOVERNMENT
BIDS AND AWARDS COMMITTEE
2nd Floor, Procurement Department,
Finance Building, Quezon City Hall Compound



REQUEST FOR QUOTATION
SHOPPING
(SECTION 52.1b)

Date: DECEMBER 9, 2020
PR No: GF-20-09-01564

Name of Company : _____
Address : _____
Contact No. : _____
Project Title : **PERSONAL HYGIENE KIT AND OTHERS**
Approved Budget for the Contract : **Php 369,490.75**
End-User / Implementing Office : **SSDD**

Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided. Submit your quotation duly signed by you or your duly authorized representative not later than **DECEMBER 14, 2020 10:00AM** Philippine Standard Time, together with the following documents of your company:

- 1 PhilGEPS certificate (not expired on the time of opening of quotations);
- 2 Business Registration (DTI / SEC);
- 3 Mayor's/Business Permit (2020);
- 4 Tax Clearance;
- 5 Income/Business Tax Return (for FY 2019) (For ABC P500,000.00 above);
- 6 Omnibus Sworn Statement prescribed by the Government Procurement Policy Board (GPPB).
- 7 If applicable, the JVA in case the joint venture is already in existence, or duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

in a **SEALED LONG BROWN ENVELOPE** shall:

- 1 Contain the Project Name and PR Number of the contract to be bid in capital letters;
- 2 Bear the name and address of the Bidder in capital letters;
- 3 Be addressed to the Procuring Entity's BAC.

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For any clarification you may contact us at 89884242 loc. 8505/8709.


LATTY. DOMINIC B. GARCIA
Officer-In-Charge/Head, BAC Secretariat

TERMS AND CONDITIONS

1. Bidders shall **provide correct and accurate** information required in this form in black ink only.
2. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
3. Price quotation/s, to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable.
4. Quotation **exceeding the Approved Budget for the Contract (ABC) shall be rejected.**
5. Award of contract shall be made to the lowest quotation (for goods) or the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative/s.
7. The City General Services Department (CGSD) shall have the right to inspect the goods.
8. Non-submission of eligibility documents shall mean disqualification of Quotation.
9. Liquidated damages equivalent to one tenth (1/10) of one percent (1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. CGSD shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.
10. Failure to follow these instructions will disqualify your entire quotation.

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation/s as follows:

ITEM NO.	ITEM & DESCRIPTION	UNIT OF ISSUE	QTY.	UNIT PRICE	ITEM TOTAL
1	PERSONAL HYGIENE Bath Soap bathroom 135g, germicidal, any variant, good quality, branded	PIECE	206		
2	Diaper Adult 10s/pack size XL good quality branded	PACK	5		
3	Diaper Adult 10s/pack Size Medium good quality branded	PACK	21		
4	Diaper Adult 10s/pack Size Large good quality branded	PACK	20		
5	Short for adult regardless of fabric and color , assorted sizes good quality	PIECE	50		
6	Slippers flip-flop style any color rubber sole PVC strap with customized offset print , unisex for indoor and outdoor assorted sizes good quality , branded	PAIR	100		
7	Toothbrush travelers, soft bristle. good quality branded	PIECE	100		
8	Toothpaste 10mi/sachet good quality branded	SACHET	50		
9	T Shirt white round neck 100% cotton good quality branded	PIECE	100		
10	Underwear Brief for adult 100% cotton white color assorted sizes, good quality branded	PIECE	50		
11	Underwear - Panty for adult 100% cotton assorted sizes good quality branded	PIECE	50		
12	JANITORIAL SUPPLIES Dishwashing Liquid 500 ml, good quality branded	BOTTLE	75		
13	Disinfectant Bleach 500ml, good quality, branded	BOTTLE	30		
14	Disinfectant Liquid, Organic Anti-Bacterial, All-in-one solution clear color fruity/floral scent, will dissolve completely in water readily biodegradable 3 liters/gallon good quality branded	GALLON	5		
15	Rubber Force Pump wooden handle good quality	PIECE	20		
16	Toilet Deodorant Cake 99% Paradichlorobenzene 100 grams with handle Melon Deodorizer good quality, branded	PIECE	40		
17	OTHERS CD rewritable 700MB min capacity 80 minutes recording 4x- 10x mm speed good quality, branded	PIECE	1,620		
18	Heavy Duty Plastic Crate - Outside dimension 600 mm x 400 mm x 310mm or 23.60inches x 15.75inches x 12inches, Inside Dimension: 570mm x 370mm x 290mm or 22.40 inches x 14.55 inches x 11.40inches, capacity: 25 to 30 kg good quality, branded	PIECE	150		
Total Quoted Amount					

Amount in Words: _____

Delivery Period : Fifteen (15) Calendar Days
 Warranty : _____

 Signature over printed name

 Office Telephone No./Fax/Mobile No.

 Date

 Email Address