



Republic of the Philippines  
**QUEZON CITY GOVERNMENT**  
BAC- Goods and Services  
2nd Floor, Procurement Department,  
Finance Building, Quezon City Hall Compound



**REQUEST FOR QUOTATION**  
**SMALL VALUE PROCUREMENT**  
**(SECTION 53.9)**

Date : April 06, 2021  
PR No. : GF-21-01-00092B

Name of Company : \_\_\_\_\_  
Address : \_\_\_\_\_  
Contact No. : \_\_\_\_\_

Project Title : **PROCUREMENT OF VARIOUS SUPPLIES (LABORATORY GOWN AND OTHERS)**

Approved budget of  
the Contract : **Php 838,022.50**

End-User /  
Implementing Office : **SOCIAL SERVICES DEVELOPMENT DEPARTMENT**

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 April 12, 2021, 10:00 AM 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 (2021);
- 4 Tax Clearance; and
- 5 Omnibus Sworn Statement prescribed by **QC BAC – Goods and Services**
- 6 Income/Business Tax Return (for FY 2019) (For ABC P500,000.00 above)
- 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.

**Project Title :** **PROCUREMENT OF VARIOUS SUPPLIES**  
**(LABORATORY GOWN AND OTHERS)**  
**Quezon City Local Government**  
**BIDS AND AWARDS COMMITTEE**  
**2/F Procurement Department, Finance Building**  
**Quezon City Hall Compound**

For any clarification you may contact us at 89884242 loc. 8506/8709.

  
**ATTY. 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	Alcohol, isopropyl 70%, rubbing, 500 ml, good quality, branded	bottle	300		
2	Elastic bandage, 4 inches x 5 yards, stretchable with clip, good quality, branded	piece	50		
3	Cotton Ball, absorbent, 300 balls/pack, good quality, branded	pack	100		
4	COVID (Rapid Testing Kit)	piece	209		
5	Disposable Syringes, 3cc, sterile, non-toxic, non-pyrogenic, good quality, branded	piece	200		
6	Disposable Syringes, 5cc, sterile, non-toxic, non-pyrogenic, good quality, branded	piece	200		
7	Gauze pads, 4x4x8 sterile, 100% cotton, 100's/box, good quality, branded	box	20		
8	Hot and Cold Pack, heavy duty, plastic made refillable, good quality, branded	piece	10		
9	Hydrogen Peroxide, 500ml, 30% solution, antiseptic/disinfectant, red, branded	bottle	30		
10	Ice cap, reinforced icebag, leak proof with rubber interior, good quality, fabric with attractive design screw type, plastic tension cap, easy opening/closing, size 8, good quality, branded	piece	10		
11	Latex Examination Gloves, powder free, single use, non-sterile, ambidextrous, medium size, good quality, branded	box	102		
12	Laboratory Gown, microfiber, Tafeta Fabric, water repellant, tafeta lightweight, one size fits all, good quality	piece	900		
13	Antifungal cream, 10ml, branded	box	150		
14	Medical Plaster, plastic, brown, 1 inch, good quality	piece	30		
15	Nebulizer Kit, 7 foot tubing with tee mouth piece, sterile, individually wrapped	kit	30		



16	Non-Contact Forehead Infrared Thermometer, non-contact infrared technology reads forehead with no physical contact, can measure the temperature of body surface accurately, suitable for both infant kids, adolescents and adults, switch between degree Celsius and Fahrenheit, automatic data hold and auto power off, automatic selection range and display resolution, backlight LCD display, power 2x aaa 1.5 batteries, good quality, branded	piece	10		
17	Non-sterile Gloves, rubber care, hypoallergenic, size: 7, 100's/box, good quality, branded	box	150		
18	Povidone iodine, 120ml, 10% solution, antiseptic/disinfectant, good quality, branded	bottle	50		
19	Pregnancy Test Kit, good quality, HCG test cassette, branded	unit	51		
20	Sulfur Soap, 135 grams, skin germs protection, scabicide, pediculicide, with moisturizer medicated sulfur soap, scented, good quality, branded	bar	200		
21	Tape Micropore, hypoallergenic, size: 1 inch x 5 meter, 12's/box, good quality, branded	box	20		
Total Quoted Amount					

Amount in Words: \_\_\_\_\_

\_\_\_\_\_

Other Requirements:
<ul style="list-style-type: none"> <li>Copy of valid, current License to Operate for Medical Supplies/Devices from DOH Accreditation as Supplier, Distributor or Manufacturer</li> </ul>

Delivery Period
Warranty

:
:

Fifteen (15) Calendar Days

Signature over printed name

Office Telephone No./Fax/Mobile No.

Date

E-mail Address

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