



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



REQUEST FOR QUOTATION
SHOPPING
(SECTION 52.1b)

Date : April 06, 2021
PR No. : GF-21-03-00189

Name of Company : _____
Address : _____
Contact No. : _____
Project Title : **PROCUREMENT OF TOOTHPASTE AND OTHERS**
Approved budget of the Contract : **Php 122,142.48**
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 a.m. 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;
- 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.

Project Title : **PROCUREMENT OF TOOTHPASTE 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.
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 initialed 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
	PERSONAL HYGIENE				
1	Toothpaste , 10ml/sachet, good quality	Pc	151		
2	Underwear - Brief, for Youth, 100% cotton, assorted sizes, good quality	Pc	50		
3	Underwear - Panty, for Youth, 100% cotton, assorted sizes, good quality	Pc	50		
4	Slippers , flip-flop style, any color, rubber sole, PVC strap with customized offset print, unisex for indoor and outdoor, assorted sizes, good quality	Pair	150		
5	T-Shirt , round neck, white, 100% cotton, good quality	Pc	150		
6	Shorts , for Youth, assorted sizes, good quality	Pc	85		
7	Baby Diaper , 10's/pack, size, medium, good quality	Pack	20		
8	Baby Diaper , 14's/pack, size, large, good quality, brand new	Pack	22		
9	Toothbrush , travelers, soft bristle, good quality	Pc	61		
10	Soap , bathroom, 135g, germicidal, any variant, good quality	Pc	90		
11	Adult Diaper , 10's/pack, size: XL, good quality	Pack	6		
	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