



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 52.1b**

Date : OCTOBER 05, 2021  
PR No. : OSCA-21-CCP-391C

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

Project Title : **PROCUREMENT OF VARIOUS SUPPLIES FOR LIVELIHOOD PROGRAM**

Approved budget of  
the Contract : **P 261,274.36**

End-User /  
Implementing Office : **OFFICE FOR THE SENIOR CITIZENS AFFAIRS**

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 OCTOBER 08, 2021 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 (2021);
- 4 Tax Clearance; and
- 5 Omnibus Sworn Statement prescribed by **QC BAC – Goods and Services**
- 6 Income/Business Tax Return (for FY 2020) (For ABCs above P500,000.00)
- 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 FOR LIVELIHOOD PROGRAM**

**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.

  
**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.
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 |
|-----------------------------|------------------------------------------------------------------------------------------|---------------|------|------------|------------|
|                             | <b>PERFUME MAKING</b>                                                                    |               |      |            |            |
| 1                           | Fixative Muscol-gel crystal perfumes, 150ml/bottle                                       | bottle        | 50   |            |            |
| 2                           | Assorted Essence-different fragrance; 50ml, oil based                                    | bottle        | 50   |            |            |
| 3                           | Alcohol Ethyl 95%-1000ml                                                                 | bottle        | 3    |            |            |
| 4                           | Distilled Water-5 liters/bottle                                                          | bottle        | 3    |            |            |
| 5                           | Colorant-various color, 60ml per bottle                                                  | bottle        | 50   |            |            |
| 6                           | PPG Potassium Permanganate-USP 150ml                                                     | bottle        | 40   |            |            |
| 7                           | Emollient Mineral Oil-light cosmetic, USP, 150ml/bottle                                  | bottle        | 40   |            |            |
| 8                           | Plastic Cup-8oz 50s/pack                                                                 | pack          | 10   |            |            |
| 9                           | Spray Bottle-plastic with spray & nozzle, 60ml                                           | bottle        | 153  |            |            |
| 10                          | Beaker-500ml capacity, includes spout and white<br>white standard graduation on the back | piece         | 3    |            |            |
|                             | <b>LIQUID DISHWASHING</b>                                                                |               |      |            |            |
| 11                          | Liquid Sodium-Liquid Sodium Lauryl Ether Sulfate (SLES) 1 Liter                          | bottle        | 40   |            |            |
| 12                          | Sodium Chloride (salt) 1/2 kilo per pack                                                 | pack          | 20   |            |            |
| 13                          | Cdea (Cocodiethanolamide) 1000ml plastic bottle                                          | bottle        | 6    |            |            |
| 14                          | NP 10/Tegretol-Liquid 1 liter                                                            | liter         | 15   |            |            |
| 15                          | Scent-Lemon 120ml                                                                        | bottle        | 15   |            |            |
|                             | <b>NECK REST PILLOW MAKING</b>                                                           |               |      |            |            |
| 16                          | Cotton Cloth- printed assorted design                                                    | yard          | 30   |            |            |
| 17                          | Felt Cloth-felt per yard                                                                 | yard          | 10   |            |            |
| 18                          | Paper Manila-10 sheets per pack                                                          | pack          | 10   |            |            |
| 19                          | Fiber Filling-white first class for stuffed toys, washable                               | kilo          | 30   |            |            |
| 20                          | Dressmaker Chalk/Pencil-white or pastel shades                                           | piece         | 10   |            |            |
| 21                          | Needle -2.5 inches/65mm 20s/pack                                                         | pack          | 5    |            |            |
| 22                          | Scissors,heavy-duty, stainless steel blades, 8.25 inches                                 | pair          | 30   |            |            |
| 23                          | Thread Assorted Color-12's/pack                                                          | pack          | 30   |            |            |
|                             | <b>HAND SANITIZER</b>                                                                    |               |      |            |            |
| 24                          | Alcohol Ethyl 95%-1000ml                                                                 | bottle        | 20   |            |            |
| 25                          | Distilled Water-5 liters/bottle                                                          | bottle        | 3    |            |            |
| 26                          | Dishwashing Liquid Chemical Thickener-Thickener 300g/pack                                | pack          | 20   |            |            |
| 27                          | Moisturizer-glycerin liquid 500 grams                                                    | bottle        | 20   |            |            |
| 28                          | Colorant-various color 60ml per bottle                                                   | bottle        | 58   |            |            |
| 29                          | Scent Desire-250ml                                                                       | bottle        | 40   |            |            |
| 30                          | Oval Pet Clear Bottle Fliptop 10ml, 10 bottles/pack                                      | pack          | 45   |            |            |
|                             | <b>SOAP MAKING POWDER DETERGENT SOAP</b>                                                 |               |      |            |            |
| 31                          | CFAS-Coco Fatty Alcohol Sulfate Powder per kilo                                          | kilo          | 25   |            |            |
| 32                          | Soda Ash Powder per kilo                                                                 | kilo          | 25   |            |            |
| 33                          | Scent for Detergent Powder-liquid, 500ml per bottle                                      | bottle        | 15   |            |            |
| 34                          | Sodium Sulfate-powder white, good quality                                                | kilo          | 10   |            |            |
| 35                          | Detergent Powder-10grams Speckles 10g/pack                                               | pack          | 30   |            |            |
| <b>Total Quoted Amount:</b> |                                                                                          |               |      |            |            |

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

Delivery Period : Thirty (30) Calendar Days  
Warranty : \_\_\_\_\_

\_\_\_\_\_  
Signature over printed name

\_\_\_\_\_  
Office Telephone No./Fax/Mobile No.

\_\_\_\_\_  
Date

\_\_\_\_\_  
E-mail Address