



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 : November 16, 2021  
PR No. : VET-21-VPS-771

Name of Company : \_\_\_\_\_  
Address : \_\_\_\_\_  
Contact No. : \_\_\_\_\_  
Project Title : **PROCUREMENT OF FLOOR STRIPPING PAD AND OTHERS**  
Approved budget of the Contract : **Php 402,427.00**  
End-User / Implementing Office : **QUEZON CITY VETERINARY 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 November 19, 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 2020) (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 FLOOR STRIPPING PAD 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	FLOOR STRIPPING PAD, 13 inches diameter for floor polisher	Piece	8		
2	FLUORESCENT LAMP LED, 16 watts, (T8 4ft) 220V 60Hz/day light.	Piece	90		
3	ANIMAL CATCHING POLE, made of 1 G.I pipe size: 1/2x4 ft. schedule 20	Piece	200		
4	G.I. WIRE, wire #16	Kg	200		
5	ELECTRICAL WIRE, flat drop wire with white stripe with solid double wire, L= 30 feet x Width=3cm	Roll	5		
6	STEEL SAW, standard steel saw, size: 14 inches	Piece	5		
7	STEEL SAW BLADE, flat blade, size: 10 inches	Piece	15		
8	CATCHING NET, Circular frame: made of aluminum size: 2.5 ft., handle: made of aluminum. Size: 3.5 ft., Net: nylon net used for fishing with a minimum depth of 4th eye size of the net is 1 inches x 1 inches , size: 4.5ft	Piece	6		
9	TOOL BOX, Hard plastic box with handle, cover and organizer inside. Size: length 1 1/2 ft. x Width= 10 inches x Height= 8 inches, with the content following content: (1 pc) short nose mechanical plies: 8 inches, (1 set) of open and close end wrenches number: 8,9,10,11,12,13,14,15,16,17,18,19, (1 pc) by grip size: 10 inches	Set	9		
10	SAW DUST, big sack, 50 kilos per sack	Pack	200		
11	FEEDING BOWL, Stainless food bowl for pets, size: dimension 26cm (XL)	Piece	200		
12	PRESSURIZED WATER GUN, 1-meter-long with adjustable water pressure, stainless steel cylindrical shape with handle and fittings for pressurized hose connection	Piece	2		
13	BLADE, ordinary blade	Piece	200		
14	SUPER GLUE, 2 grams per tube	Piece	20		
15	STORAGE BOX, capacity: 95 Liters, made of plastic	Piece	5		
16	MUZZLE, color: black, made of nylon, Size: Small, 3 pieces	Piece	6		
17	MUZZLE, color: black, made of nylon, size: Medium, 3 pieces	Piece	6		
18	MUZZLE, color: black, made of nylon, size: Large , 3 pieces	Piece	6		
19	NAIL CLIPPER, sharp, durable trimmer for proper pet grooming, sharp stainless steel cutting edge: ideal for small to medium sized dogs; locking blades; rubber coated handles for easy gripping, size: 14cm x 6 cm x 1.5cm	Unit	6		

20	DRAPES, Pro drapes (minor procedure drapes) 17cm x 6cm, (Central Fenestration) 80cm x 80cm, (Table drapes cover) 200cm x 150cm, color: green	Yard	40		
21	EXTENSION CORD, 5 gangs, good quality, with on-off switch, 10 meters length	Set	12		
	Total Quoted Amount				

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

\_\_\_\_\_

Delivery Period : \_\_\_\_\_  
Warranty : \_\_\_\_\_

Signature over printed name  
\_\_\_\_\_  
Office Telephone No./Fax/Mobile No.  
\_\_\_\_\_  
Date  
\_\_\_\_\_  
E-mail Address  
\_\_\_\_\_