



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 : MAY 2, 2022

PROJECT NO. : ITDD-22-JS2-282

Name of Company : _____
Address : _____
Contact No. : _____
Project Title : **PROCUREMENT OF MULTI-PURPOSE CLEANER AND OTHERS**
Approved Budget of the Contract : **P 123,585.35**
End-User / Implementing Office : **INFORMATION TECHNOLOGY 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 **MAY 6, 2022, 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 (2022);
- 4 Tax Clearance; and
- 5 Omnibus Sworn Statement prescribed by the **QC BAC- Goods and Services**
- 6 Income/Business Tax Return (for FY 2021) (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 MULTI-PURPOSE CLEANER 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 8-988-4242 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
1	BATTERY, Alkaline, AA, Heavy Duty 4pcs/pack	Pack	35		
2	BATTERY Alkaline, AAA, Heavy Duty, 2pcs/pack	Pack	50		
3	MULTI-PURPOSE CLEANER aerosol spray, 330ml min./can	Can	26		
4	ALCOHOL - Isopropyl Alcohol 70% Solution 500ml	Bottle	85		
5	Alcohol Isopropyl 70% (5ltrs/gal)	Gallon	40		
6	BATTERY, Alkaline, 9V, Heavy Duty	Pack	15		
7	BATTERY CR2032, 3volts, lithium on, coin cell battery pack of 5	Pack	10		
8	AIR FRESHENER GEL, Deodorizer; Scent: Ocean Escape/Cool air/Lemon/Apple; 180g; Long lasting fragrance; Gel form	Piece	15		
9	DISINFECTANT BLEACH Kills viruses and fungi; Helps remove stains; Whitens and deodorizes home and laundry items; All Purpose Bleach; 1 gallon; Lemon	Gallon	4		
10	CLEANING CLOTH, multi-purpose cleaning cloth; flannel 18 inches x 18 inches 12pcs/set; multi-color	Set	3		
11	DIRT AND STAIN REMOVER, cream-based, dirt and stain remover 250g	Can	4		
12	DISHWASHING LIQUID, anti-bacteria 800ml, blue	Bottle	14		
13	DISHWASHING SPONGE, Foam, size: 3inches X 3inches	Piece	16		
14	Air purifier FILTER, Color Blue & Black; Product Size: Three-layer filter HEPA filter, Cold catalyst Filter, Coconut shell activated carbon filter, Air filter, ABC filter, double composite filter Composite filter: main effect filter cotton layer + HEPA layer + activated carbon layer + deodorization layer, effective filter, Product weight: 1KG; Product size: 425 * 285 * 30mm	Piece	18		

15	Air Purifier Filter/Carbon Filter, TruSens DuPont Carbon Layer Replacement 3's for Z-3000 Larger Air Purifier; Original; Branded	Piece	8		
16	Polycarbonate LED T8 Fluorescent Tube Light LT8S- 10W 10 Watts 6500K Warm White length: 600mm; Branded	Piece	23		
17	Extension Cord 4-gang 3-prong; branded;	Piece	10		
18	Alcohol, for FO cable – 99.8% Isopropyl Alcohol - 4 Gallon in A Case - for fiber core cleaning	Case	1		
19	Degreaser spray - All-purpose Soluble Degreaser 1 Gallon with spray bottle 3700ml	Piece	2		
TOTAL:					

Amount in Words: _____

Delivery Period : Thirty (30) Calendar Days
Warranty : _____

Signature over printed name

Office Telephone No./Fax/Mobile No.

Date

Email Address

