



**REQUEST FOR QUOTATION**  
**Shopping 52.1b**

Date: **May 2, 2022**  
Proj. No.: **QCPC-22-PCP1-181B**

Name of Company : \_\_\_\_\_  
Address : \_\_\_\_\_  
Contact No. : \_\_\_\_\_  
Project Title : **PROCUREMENT OF HAND SANITIZER AND OTHERS**  
Approved budget of the Contract : **Php 263,715.55**  
End-User / Implementing Office : **QUEZON CITY PROTECTION CENTER**

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 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 (2022);
- 4 Tax Clearance; and
- 5 Omnibus Sworn Statement prescribed by **QC BAC – Goods and Services**
- 6 Income/Business Tax Return (for FY 2021) (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.

<b>Project Title :</b>	<b><u>PROCUREMENT OF HAND SANITIZER AND OTHERS</u></b>
	<b>Quezon City Local Government</b>
	<b>BIDS AND AWARDS COMMITTEE</b>
	<b>2/F Procurement Department, Finance Building</b>
	<b>Quezon City Hall Compound</b>

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 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	Storage Bag Eco Bag Medium	piece	600		
2	Baby powder 50g	piece	250		
3	Stainless silver nail cutter, medium size, durable	piece	250		
4	Feminine care wash 60ml	piece	250		
5	Towel, micro fiber, absorbent bath towel, soft 70cm x 140cm, color pink	piece	250		
6	Hand sanitizer gel, 100ml	piece	250		
7	Shampoo, 100ml	piece	250		
8	Maxi Pad, Non Wing Sanitary Napkin 20's/pack	pack	100		
9	Moist towelettes	piece	250		
10	Pocket tissue 2 ply 10 sheets 100% virgin pulp 6's/pack	pack	250		
11	Hand and Body Lotion 95gm	piece	250		
12	Toothbrush	piece	250		
13	Toothpaste 74g	piece	250		
14	Disposable paper cups, 12oz white plain paper 50's/pack	pack	145		
15	Deodorant, roll on type 40ml	piece	250		
16	Anti-bacterial soap, 90gm	piece	250		
17	Plastic comb	piece	250		
18	Mouth wash, 60ml	piece	250		
19	Lice shampoo in sachet 10ml	piece	250		
20	Cotton Balls 300pcs/pack	pack	50		
21	Baby Diaper Small 0-5kgs 44pcs/pack	pack	10		

22	Baby Diaper Medium 6-11kgs 40pcs/pack	pack	10		
23	Baby Diaper Large 9-14kgs 40pcs/pack	pack	10		
24	Isopropyl Alcohol 70% Solution 1 gallon	gallon	100		
25	Betadine 100ml	bottle	60		
<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