



**REQUEST FOR QUOTATION  
NEGOTIATED PROCUREMENT  
SECTION 53.1**

DATE : SEPTEMBER 1, 2022

PROJECT NO. : CONSO-22-SOP-820B

Name of Company : \_\_\_\_\_  
Address : \_\_\_\_\_  
Contact No. : \_\_\_\_\_  
Project Title : **PROCUREMENT OF FACE MASK AND OTHERS**  
Approved Budget of the Contract : **Php 302,252.30**

BREAKDOWN OF APPROVED BUDGET FOR THE CONTRACT			
Item No. 1	P 11,050.00	Item No. 10	P 2,800.00
Item Nos. 2-5	P 196,200.00	Item No. 11	P 17,500.00
Item Nos. 6-7	P 11,812.30	Item No. 12	P 7,000.00
Item No. 8	P 19,180.00	Item Nos. 13-14	P 24,710.00
Item No. 9	P 12,000.00		

End-User /  
Implementing Office

**VARIOUS OFFICES (CITY ARCHITECT DEPARTMENT /  
CITY PROSECUTOR'S OFFICE / TASK FORCE CONTROL AND PREVENTION OF  
ILLEGAL STRUCTURES AND SQUATTING/ CITY PLANNING AND DEVELOPMENT  
DEPARTMENT (ZONING ADMINISTRATION UNIT) / PARKS DEVELOPMENT AND  
ADMINISTRATION DEPARTMENT / HUMAN RESOURCE MANAGEMENT  
DEPARTMENT / HOUSING, COMMUNITY DEVELOPMENT AND RESETTLEMENT  
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 **SEPTEMBER 7, 2022, 11:00 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 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 issued by QC BAC- Goods and Services.**

**(SGD.) MA. MARGARITA T. SANTOS**  
Chairperson, BAC- Goods and Services

**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>CITY ARCHITECT DEPARTMENT (CAD-22-SOP-321)</b>					
1	Face Mask, Disposable, 3-ply sheet, fluid resistant with ear loops, 50 pcs/box	box	100		
<b>CITY PROSECUTORS'S OFFICE (CPO-22-SOP-314)</b>					
2	Surgical Mask, 3-ply non-woven fabric, thermal insulation cotton, disposable, elastic ear loops, adjustable nose wire, any color, Size: 17.3 x 9.5 cm	piece	10,000		
3	Gloves, examination, nitrile (preferable), latex, polychloroprene or PVC, powder-free, non-sterile. (e.g., minimum 230mm total length). Minimum thickness: 0.05mm, any color, Size: Medium	piece	3,008		
4	Coverall, non-sterile, protective, medical grade White SSS polypropylene / polyethylene laminate film Non-sterile, Fluid-resistant, Low-tinting, non-woven, long sleeved, Elastic waist and ankle with knitted cuffs Sizes: medium (20pcs), large (20pcs), extra-large (20pcs)	piece	60		
5	KF94 Mask, Nanofiber Mask, Breathable Face Mask, Korean Face Mask - 10 pieces per pack, disposable, elastic ear loops, adjustable nose wire, 4-layer filter, assorted colors	pack	1,086		
<b>TASK FORCE CONTROL AND PREVENTION OF ILLEGAL STRUCTURES AND SQUATTING (TFCOPRISS-22-SOP-132)</b>					
6	Face Mask, Disposable, 3 ply	piece	1,590		
7	Thermo Gun, Color: Purple Measuring Range: 32. 0°C-42 5°C (89 . 6°F-108 5° F) Measurement accuracy: + 0 . 2°C ( + 0 . 4 °F ) Resolution ratio: + 0 . 1°C ( + 0 . 2 °F ) Power supply: 3V 2 AAA battery (without battery) Operating conditions: 16°C-35°C ( 60 . 8F-95°F), Rhs&lt;85 % Size:149.9*94.5*44mm, non-contact infrared thermometer small and portable, with fast measurement speed, high accuracy, With backlight function, Automatic shutdown function	piece	2		
8	Safety Shoes, leather, heavy duty, 200 joule steel toe cap -anti-slip, shock absorption, oil resistant, petroland chemical resistant, steel midsole, heat resistant sole (up to 300 degrees Celsius), impact resistant, ventilation Sizes:(40- 1) (41- 7) (42- 5) (43- 2) (44- 10) (45- 3) Total- 28 pcs.	piece	28		

9	Working gloves, Nylon, Rubber Coated Working Gloves, heavy duty, good quality	piece	100		
<b>CITY PLANNING AND DEVELOPMENT DEPARTMENT (ZONING ADMINISTRATION UNIT) (CPDD(ZAU)-22-SOP-660)</b>					
10	Surgical Face Mask, 3 ply, disposable with aluminum strips, 50pcs/box	box	40		
<b>PARKS DEVELOPMENT AND ADMINISTRATION DEPARTMENT (PDAD-22-SOP-142)</b>					
11	Infrared Thermal Scanner with Stand Specification: screen: digital display, accuracy: ±0.2 degrees, response time: 0.5s, abnormal automatic alarm: flashing+voice, automatic measurement: measuring distance 5-10cm, input: USB DC4.2-5V, infrared measuring range: 0°C-50°C, environment temperature: 10°C-40°C, weight: 227g, dimension: 155 x 104 x 84 mm, standby: about one week	unit	5		
<b>HUMAN RESOURCE MANAGEMENT DEPARTMENT (HRMD-22-SOP-084)</b>					
12	Thermal Scanner with Stand Digital Display Screen, ±0.2 Degrees Accuracy, 0.5s Response time, Measuring Distance 5-10cm Automatic Measurement, USB DC4.2-5V Input, 0°C-50°C Infrared Measuring Range, 10°C-40°C Environment Temperature, Flashing+voice, Weight: 227g, Dimension: 155 x 104 x 84 mm, Standby: About one week	unit	2		
<b>HOUSING, COMMUNITY DEVELOPMENT AND RESETTLEMENT DEPARTMENT (HCDRD-22-SOP-467)</b>					
13	Surgical Face Mask, 3ply, ear loop mask, blue and white, per piece	piece	10,000		
14	Gloves, nitrile, large size, per piece	piece	3,000		
				<b>TOTAL</b>	

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

Delivery Period : **Thirty (30) Calendar Days**

Warranty : \_\_\_\_\_

**Other Requirements:**

- 1) **Statement of Warranty: Minimum of one (1) year for item nos. 7, 11 and 12.**
- 2) **Copy of valid, current License to Operate for Medical Supplies/Devices from DOH Accreditation as Supplier, Distributor or Manufacturer.**

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

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Email Address