



**REQUEST FOR QUOTATION
NEGOTIATED PROCUREMENT
SECTION 53.9 – SMALL VALUE PROCUREMENT**

DATE : September 06, 2022

PROJECT NO. : OSCA-22-GM-1016

Name of Company : _____
Address : _____
Contact No. : _____
Project Title : VARIOUS TRAINING SUPPLIES (PERSONAL HYGIENE SUPPLIES, PERFUME
MAKING SUPPLIES AND OTHERS)
Approved Budget of
the Contract : P 574,974.89
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 **SEPTEMBER 09, 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 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.**


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
PERSONAL HYGIENE SUPPLIES					
1	Bath Soap- 135g, germicidal, branded	piece	505		
2	Face Towel- 100% cotton, size: 10 inches x 10 inches, any color	piece	505		
3	Toothbrush- soft bristle with cup	piece	505		
4	Toothpaste- 10ml/ sachet	piece	505		
5	Ethyl Alcohol- 70% ethyl, 125ml	piece	506		
6	Surgical Mask- 3ply	piece	506		
7	Bath Towel- standard size, 100% cotton	piece	506		
8	Eco Bag with logo- 16 x 16 x 5, non-woven	piece	505		
CANDY MAKING PASTILLAS DE LECHE					
9	Powdered Milk-330G	piece	100		
10	Condensed Milk-350ml	can	90		
11	Margarine per kilo	kilo	3		
12	Sugar White Per Kilo	kilo	12		
13	Peanut, 6g	pack	50		
TRAINING SUPPLIES - PERFUME MAKING					
14	Fixative Muscol-gel crystal perfumes, 150ml/bottle	bottle	50		
15	Assorted Essence-different fragrance, 50ml, oil based	bottle	50		
16	Alcohol Ethyl 95%-1000ml	bottle	3		

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17	Distilled Water-5 liters/bottle	bottle	3		
18	Colorant-various color, 60ml per bottle	bottle	50		
19	PPG Potassium Permanganate-USP 150ml	bottle	40		
20	Emollient Mineral Oil-light cosmetic, USP, 150ml/bottle	bottle	40		
21	Plastic Cup-8oz 50s/pack	pack	10		
22	Spray Bottle-plastic w/spray & nozzle, 60ml	bottle	153		
23	Beaker-500ml capacity, includes spout and white standard graduation on the back	piece	3		
TRAINING SUPPLIES - NECK REST PILLOW MAKING					
24	Cotton Cloth- printed assorted design	yard	30		
25	Felt Cloth-felt per yard	yard	10		
26	Paper Manila-10 sheets per pack	pack	10		
27	Fiber Filling-white first class for stuffed toys, washable	kilo	30		
28	Dressmaker Chalk/Pencil-white or pastel shades	piece	10		
29	Needle-2.5 inches/65mm 20s/pack	pack	5		
30	Scissors-heavy-duty, stainless-steel blades, 8.25 inches	pair	30		
31	Thread Assorted Color-12's/pack	pack	30		
TRAINING SUPPLIES -HAND SANITIZER					
32	Alcohol Ethyl 95%-1000ml	bottle	20		
33	Distilled Water-5 liters/bottle	bottle	3		
34	Dishwashing Liquid Chemical Thickener- 300g/pack	pack	20		
35	Moisturizer-glycerin liquid 500 grams	gram	20		
36	Colorant-various color 60ml per bottle	bottle	58		
37	Scent Desire-250ml	bottle	40		
38	Oval Pet Clear Bottle Flip top 10ml, 10 bottles/pack	pack	45		
TRAINING SUPPLIES -SOAP MAKING POWDER DETERGENT SOAP					
39	CFAS-Coco Fatty Alcohol Sulfate Powder per kilo	kilo	25		
40	Soda Ash Powder per kilo	kilo	25		
41	Scent for Detergent Powder-liquid, 500ml per bottle	bottle	15		
42	Sodium Sulfate-powder white, good quality	kilo	10		

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43	Detergent Powder-10grams Speckles 10g/pack	pack	30		
TRAINING SUPPLIES -LIQUID DISHWASHING					
44	Liquid Sodium- Lauryl Ethyl Sulphate (SLES) 1 Liter	bottle	40		
45	Sodium Chloride (salt) 1 /2 kilo/pack	pack	20		
46	Cdea (Cocodiethanolamide) 1000ml plastic bottle	bottle	6		
47	NP 10/Tergitol-Liquid 1 liter	Liter	15		
48	Scent-Lemon 120ml	bottle	15		
TOTAL					

Amount in Words: _____

Delivery Period : Upon request by the end-user
until December 31, 2022

Warranty : _____

Signature over printed name

Office Telephone No./Fax/Mobile No.

Date

Email Address

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