



REQUEST FOR QUOTATION  
NEGOTIATED PROCUREMENT  
SECTION 53.1

DATE : NOVEMBER 14, 2023

PROJECT NO. : QCU-23-LSE-1153C

Name of Company : \_\_\_\_\_

Address : \_\_\_\_\_

Contact No. : \_\_\_\_\_

Project Title : PROCUREMENT OF VARIOUS LABORATORY SUPPLIES

Approved Budget of  
the Contract : Php300,377.05

End-User /  
Implementing Office : QUEZON CITY UNIVERSITY

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 17, 2023; 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 (2023);
- 4 Tax Clearance; and
- 5 Omnibus Sworn Statement prescribed by the **QC BAC- Goods and Services**
- 6 Income/Business Tax Return (for FY 2022) (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, DPA**  
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
1	Acetic Acid - liquid, for laboratory experiment	liter	10		
2	Ammonia - liquid, for laboratory experiment	bottle	10		
3	Ammonium Hydroxide - liquid, for laboratory experiment, 100ml	bottle	10		
4	Ammonium Nitrate - powder, for laboratory experiment, 30g	pack	10		
5	Barium Chloride - powder, for laboratory experiment, 100g	bottle	10		
6	Borax TG - powder, for laboratory experiment	kilo	5		
7	Bromothymol Blue - liquid, for laboratory experiment, 30ml/tube	tube	10		
8	Burette Acid - glass, 25ml capacity, with rubber tubing connection, glass bead and glass tip	piece	8		
9	Burette Base - glass, 25ml capacity, with rubber tubing connection, glass bead and glass tip	piece	8		
10	Calcium Carbonate FG - powder, for laboratory experiment 500g	bottle	10		
11	Copper Sulfate TG - powder, for laboratory experiment 500g	bottle	10		
12	Denatured Alcohol - liquid, for laboratory experiment	liter	10		
13	Glacial Acetic Acid - liquid, for laboratory experiment, 2.5 liters	bottle	10		
14	Hydrochloric Acid 0.1N - liquid, for laboratory experiment	liter	10		
15	Hydrogen Peroxide 3% - liquid, for laboratory experiment	liter	10		

16	Iodine - liquid, for laboratory experiment, 500ml	bottle	10		
17	Litmus Paper - blue, for laboratory experiment	tube	10		
18	Litmus Paper - red, for laboratory experiment	tube	10		
19	Magnesium Ribbon - solid, for laboratory experiment 500g	roll	10		
20	Medical-Kit - emergency medical kit box	piece	2		
21	Methyl Alcohol/Methanol TG - liquid, for laboratory experiment	liter	10		
22	Methyl Blue - liquid, for laboratory experiment, 30ml/tube	tube	10		
23	Methyl Orange - liquid, for laboratory experiment, 30ml/tube	tube	10		
24	Naphthalene - powder, for laboratory experiment, 30g	pack	5		
25	Nitric Acid 0.1N - liquid, for laboratory experiment	liter	15		
26	Phenolphthalein Solution 1% - liquid, for laboratory experiment, 500ml	bottle	10		
27	Potassium Chloride TG - powder, for laboratory experiment 500g	bottle	10		
28	Potassium Permanganate - powder, for laboratory experiment 100g	bottle	10		
29	Sodium Hydroxide - flakes, laboratory experiment, 100g/pack	pack	10		
30	Sulfur Powder TG - powder, for laboratory experiment 500g	bottle	10		
31	Sulfuric Acid 0.1M - liquid, for laboratory experiment, 500ml	bottle	10		
32	Test Tube - 16mm x 150mm, borosilicate glass tubing, screw without rim neck, round bottom	piece	10		
33	Test Tube - 18mm x 150mm, borosilicate glass tubing, screw without rim neck, round bottom	piece	10		
34	Test Tube - 20mm x 150mm, borosilicate glass tubing, screw without rim neck, round bottom	piece	10		
35	Test Tube Brush - 8 inches long	piece	10		
36	Test Tube Holder - 6 inches, metal	piece	10		
37	Test Tube Rack - wooden, 12 holes	piece	10		
38	Thermogun	piece	3		
39	Thermometer -10 TO 200°C	piece	15		
40	Thermometer (Laboratory) - 0-110°C, alcohol base/red base	piece	10		
41	U-Tube - mounted, local	piece	5		

42	Watch Glass - 100mm in diameter	piece	10		
43	Watch Glass - 75mm in diameter	piece	10		
44	Alcohol - isopropyl/ethyl, 70% solution, scented with moisturizer	gallon	116		
45	Ethyl Alcohol 95% - liquid, for laboratory experiment	liter	10		
46	First Aid Kit Box <ul style="list-style-type: none"><li>• Plastic case material</li><li>• Depth of 170mm</li><li>• Height of 90mm</li><li>• Width of 270mm</li></ul> Must Contain: <ul style="list-style-type: none"><li>• Kit/refill contents include burn dressings 10cm x 10cm, clothing cutters, first aid guidance leaflet, conforming bandages, face shields, foil blankets, microporous tape, safety pins (pack of 12 assorted), 2 x triangular bandages, 2 x finger dressings, 2 x sterile eye dressings, wash proof plasters (pack of 20), sterile moist wipes (pack of 20) and a pair of nitrile gloves.</li></ul>	set	10		
TOTAL:					

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

Delivery Period : **Fifteen (15) Calendar Days**  
Warranty : \_\_\_\_\_

\_\_\_\_\_  
Signature over printed name  
  
\_\_\_\_\_  
Office Telephone No./Fax/Mobile No.  
  
\_\_\_\_\_  
Date  
  
\_\_\_\_\_  
Email Address