



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

DATE : JUNE 25, 2024

PROJECT NO. : QCPL-24-PCS-1078

Name of Company : \_\_\_\_\_  
Address : \_\_\_\_\_  
Contact No. : \_\_\_\_\_  
Project Title : PEST CONTROL SERVICES FOR QUEZON CITY BRANCH LIBRARIES (DISTRICT I TO VI)  
Approved Budget of the Contract : P 314,600.00  
End-User / Implementing Office : QUEZON CITY PUBLIC LIBRARY

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 **JUNE 28, 2024, 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 (2024);
- 4 Tax Clearance; and
- 5 Omnibus Sworn Statement prescribed by the **QC BAC- Goods and Services**
- 6 Income/Business Tax Return (for FY 2023) (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**.

**NOTE: Submission of a Document Request List (DRL) is required prior to the issuance of the Long Brown Envelope.**

  
**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
	GENERAL PEST CONTROL SERVICES				
1	<p><b>A. <u>Area of Coverage:</u></b></p> <p><u>DISTRICT I - BRANCH LIBRARIES</u></p> <p><b><u>Balingasa</u></b> General Pesticide Control and Prevention Package Inclusion: Misting Treatment standard for 40sqm. floor plan</p> <p><b><u>Masambong</u></b> General Pesticide Control and Prevention Package Inclusion: Misting Treatment standard for 90sqm. floor plan</p> <p><u>DISTRICT II - BRANCH LIBRARIES</u></p> <p><b><u>Bagong Silangan</u></b> General Pesticide Control and Prevention Package Inclusion: Misting Treatment standard for 105sqm. floor plan</p> <p><b><u>Holy Spirit</u></b> General Pesticide Control and Prevention Package Inclusion: Misting Treatment standard for 39sqm. floor plan</p> <p><u>DISTRICT III - BRANCH LIBRARIES</u></p> <p><b><u>Matandang Balara</u></b> General Pesticide Control and Prevention Package Inclusion: Misting Treatment standard for 98sqm. floor plan</p> <p><b><u>Greater Project IV</u></b> General Pesticide Control and Prevention Package Inclusion: Misting Treatment standard for 213sqm. floor plan</p> <p><b><u>Tagumpay</u></b> General Pesticide Control and Prevention Package Inclusion: Misting Treatment standard for 30sqm. floor plan</p>	lot	1		

Handwritten signature and initials.



<div>Package Inclusion: Top of the Line Termiticide 6 in Ground Bait Station (Bayer Agenda) at Standard for 230sqm. floor plan</div> <div>DISTRICT VI - BRANCH LIBRARIES</div> <div><div>Talipapa</div><div>Intensive General Pesticide Treatment &amp; Prevention</div><div>Package Inclusion: Top of the Line Termiticide 6 in Ground Bait Station (Bayer Agenda) at Standard for 48sqm. floor plan</div></div> <div><div>Pasong Tamo</div><div>Intensive General Pesticide Treatment &amp; Prevention</div><div>Package Inclusion: Top of the Line Termiticide 6 in Ground Bait Station (Bayer Agenda) at Standard for 50sqm. floor plan</div></div> <div><div>Terms and Conditions:</div><div>Warranty: Until December 31, 2024</div></div>				
	TOTAL			

Amount in Words:

OTHER REQUIREMENTS:
1. Statement of Warranty: Until December 31, 2024

COST DERIVATION

LOCATION	FLOOR AREA	TOTAL COST
FOR ITEM NO. 1 – A. BRANCH LIBRARIES		
District I		
Balingasa	40sq.m.	
Masambong	90sq.m	
District II		
Bagong Silangan	105sq.m	
Holy Spirit	39sq.m.	
District III		
Matandang Balara	98sq.m.	
Greater Project IV	213sq.m.	
Tagumpay	30sq.m.	
District IV		
U.P. Campus Pook Amorsolo	21sq.m.	
U.P. Campus Pook Dagohoy	24sq.m	
Krus Na Ligas	31sq.m.	
San Isidro Galas	62sq.m.	
District V		
North Fairview	119sq.m.	
Sub total		P

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FOR ITEM NO. 1 – B. BRANCH LIBRARIES		
District I		
Project 8	400sq.m.	
Project 7	100sq.m.	
District II		
Payatas Lupang Pangako	240sq.m.	
District IV		
Cubao	150sq.m.	
District V		
Lagro	230sq.m.	
District VI		
Talipapa	48sq.m.	
Pasong Tamo	50sq.m.	
Sub Total		P
GRAND TOTAL		P

Delivery Period : Upon Request by the End-User  
Warranty : until December 31, 2024

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

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

\_\_\_\_\_  
Date

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

Handwritten signature and initials.