



Republika ng Pilipinas
Lungsod Quezon

BIDS AND AWARDS COMMITTEE – GOODS & SERVICES
Second Floor, Civic Center Building F, Quezon City Hall Complex, Elliptical Road, Quezon City
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bacgoods.procurement@quezoncity.gov.ph



REQUEST FOR QUOTATION
NEGOTIATED PROCUREMENT
SECTION 53.1

DATE : OCTOBER 22, 2024
Project No. : DSQC-24-SOP-1317B

Name of Company : _____
Address : _____
Contact No. : _____
Project Title : PROCUREMENT OF HAND GLOVES AND OTHERS
Approved Budget of the Contract : P 139,800.00
End-User / Implementing Office : DEPARTMENT OF SANITATION AND CLEANUP WORKS OF QUEZON CITY

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 **OCTOBER 25, 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.

(SGD.) MA. MARGARITA S. MEJIA, 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
	Environmental Sanitation Compliance Program				
1	REFLECTORIZED VEST With Office and QC logos, good quality Sizes: Medium: 43 pieces Large: 44 pieces Material: Polyester with multifunctional pocket Color: Orange / Fluorescent Green	piece	87		
2	DISPOSABLE HALF FACEPIECE FILTER (GAS MASK) Materials are non-oil based particles Size: Large	piece	100		
3	REUSABLE HALF FACEPIECE RESPIRATOR Gas mask for flagger and machine operator Soft, lightweight material, cradle head harness and easy to fasten neck strap, dual filter design and airline system Bayonet style fitting and filters minimal obstruction to overall vision Size: Large	piece	10		
4	HAND GLOVES Cotton with rubberized grip, heavy duty, imported quality, standard size, nitrile oil resistant rubber protective gloves, smooth and rough texture palm finish	pair	400		
Total Quoted Amount:					

Amount in Words: _____

Additional Requirement/s:

Copy of valid, current License to Operate for Medical Supplies/Devices from DOH Accreditation as Supplier, Distributor or Manufacturer.

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QCG.PD.TSD.F.07

Delivery Period : Thirty (30) Calendar Days
Warranty : _____

Signature over printed name

Office Telephone No./Fax/Mobile No.

Date

Email Address