



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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REQUEST FOR QUOTATION NEGOTIATED PROCUREMENT SECTION 35.1

DATE : NOVEMBER 20, 2025

PROJECT NO. : QCU-25-LSE-1237

Name of Company : _____
Address : _____
Contact No. : _____
Project Title : PROCUREMENT OF ACTIVATED CHARCOAL AND OTHERS
Approved Budget of the Contract : Php 1,195,394.00
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 25, 2025, 10:00 AM** 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 (2025);
- 4 Tax Clearance; and
- 5 Omnibus Sworn Statement prescribed by the **QC BAC- Goods and Services**
- 6 Income/Business Tax Return (for FY 2024) (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.


MA. MARGARITA S. MEJIA, DPA
Chairperson, BAC- Goods and Services

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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	Activated Charcoal, Melting Point, 3550°C; CAS, 7440-44-0; Particle Size, ±3 mm; Molecular Formula, C; Synonym, Activated charcoal.	kilo	1		
2	Al strips, Aluminum Metal Strips/Electrode High Purity Element 13; Each strip measures 3/4 x 5-1/4 inches, Laboratory Grade-Intermediate purity, Suitable for educational laboratories	set	5		
3	Burner, Flask capacity: 25ml, Material, stainless steel, Larger temperature range 800 to 1,000 °C Dimension: 120 x 177mm; Weight: 0.5kg	piece	5		
4	Cu strips, Copper Metal Strips/Electrode 99.9% Pure Element 29 Cu Chemistry; Gauge, 12 inches x 12 inches.	piece	10		
5	Pb strips, Lead (Pb) Electrode Strip 4 inches X 0.75 inch Used for students electrochemical experiments 100mm x 19mm Stamped with identifier 0.06 inch height.	piece	5		
6	Zn strips, Zinc Metal 99.99% Pure Strips/Electrode Element 30 Zn Chemistry Sample - Science experiment; Density: 7 g/cm ³ Melting point: 465.5 °C, Size: 0.1 x 150 x 1,000 mm	kilo	15		
7	PH paper, RCSP Litmus PH Test Strips Professional Universal pH.1-14 Test Paper, Scientific Test Paper for Teaching, Student, Chemistry Experiment, Saliva Urine Water Soil & Diet pH Monitoring (Universal Indicator Paper); pH 1-14 Color chart in each pack. Litmus Paper test strips change color within 2-3 seconds, to be matched with the pH scale color chart; Neutral when the PH value is equal to 7 ; acidity when the PH value is greater than 7 ; Alkaline when PH value is less than 7 ; The test strip color changes must be matched with the pH scale color chart within about 15 seconds; The package is very handy and portable so you can take it with you	pack	20		

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	anywhere, easy to store, and well suited for fieldwork.; Instant results. This is only for testing the pH level of the water and not to be consumed. Imported Quality high range				
8	Bridging Plugs, Banana Plug/Jumper Bar with voltage rating of 50V-100V (audio) and current rating of 5-30A, gold plated copper or brass, Thermoplastic or PVC Insulation, used for connecting speaker terminals or power busbars.	piece	5		
9	Clamp, C G Clamp Large 5 inches with max opening 130mm, dimensions of 200 x 130 x 20 mm (large).	piece	5		
10	Coil A1+Stainless Steel+Silicone, 0.25 to 3mm thickness, 510mm to 1500mm Width	piece	5		
11	Component Holder, with 4 mm socket connectors, is an instrument for holding the electronic components such as resistors, capacitors, LEDs,LDRs etc for the use in different experimental circuits.	piece	15		
12	Connecting Wires, flexible, insulated wire, various lengths, multiple colors for easy identification and organization	piece	5		
13	Crossed Arrow Targets, Material Rigid PVC, Aluminum Composite Panel (ACP), or durable plastic Dimensions: 100mm x 100mm, 150mm x 150 mm, or custom sizes Thickness: 3mm-5mm typically Surface Finish Matte or semi-gloss finish (to minimize reflection and glare) Pattern Design Two Intersecting arrows (usually black) crossing at the center	piece	5		
14	Cylindrical lens, Lens Type Plano-Convex/ Plano-Concave/Bi-convex/Bi-Concave Cylindrical Lens, Material BK7(borosilicate crown glass), Fused Silica, UV-grade Quartz, or Optical Plastic	piece	5		
15	Fixed Capacitor, Voltage Rating 25V to 500V or higher (depending on the type of capacitor)	piece	5		
16	LED Strips, 12V DC, Power Consumption 4.8W/m (low density) to 14.4 W/m or higher (high density, RGB, or COB types) LED Types SMD3528, SMD5050, SMD2835, SMD5630 or COB	kilo	1		
17	Mechanical Equivalent of Heat Apparatus, Main Components - Calorimeter, Stirrer, Pulley System, Friction drum or paddle, Mass Hanger with weights	piece	5		
18	Iron Ring Material Cast iron or forged steel(ring), rod or clamp typically made of plated iron or steel; Ring inner diameter common sizes: 50 mm (2 inches), 75 mm (3 inches), 100 mm (4 inches), 125 mm (5 inches), and 150 mm (6 inches)	piece	5		
19	Set of Weights, Brass (polished or lacquered), stainless steel (precision of weight), Weight range from 1 g to 1 kg (standard educational set)	set	5		



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20	Slider Wire / Wheatstone Bridge, Material options constantan (Copper-Nickel alloy) or nichrome (Nickel-Chromium), Common Lengths:1m, 1.5m, 2m, or 3m (based on experiment set up, Diameter (Gauge): 0.2mm to 1mm(typically 22 to 30 AWG) -	piece	5		
21	Spring, Material Spring Steel (carbon steel), stainless steel, or phosphor bronze; Wire Diameter: 0.3mm-2.0mm (varies by strength and application)	piece	5		
22	Stirrer for shot , Number of stir points: 8 Standard mix size: ϕ 8x 45mm Max. amount for agitation: 400 ml x 8 Speed display: digital display Speed range: 200 to 1200 rpm Temperature range: ambient +5°C - 120°C Platform material: stainless steel with silicone pad Motor type: DC brushless motor Input power: AC110V, 50/60Hz Power: 400W Fuses: 250V, 5A/3A, ϕ 5 x 20 Dimensions (W x D x H): 205x480x50mm Weight: 5.3 kgs -	piece	5		
23	Support rod, 18 inches rod; plated steel rod	piece	5		
24	Convex Lens, Material Optical glass, Diameter: 25mm to 100mm, Focal length: 50mm, 100m, 150mm, 200mm or adjustable setups	piece	5		
25	Concave Lens, Material Optical Glass, Diameter: 25mm to 100mm, Focal Length: -50mm, -100mm, -150mm, -200mm or adjustable setups -	piece	5		
26	Convex Lens, 15cm focal length 50x25mm glass	piece	5		
27	Spherical Mirror, Mirror (Diverging) Optical glass or polished aluminum -	piece	5		
28	Bar Magnet, Double side sticker and powerful neodymium magnet bar	piece	10		
29	Breadboard fit for 20-29 AWG (0.4-0.7 mm) wire	piece	5		
30	Conducting Paper, conducting paper lab instruments laboratory equipment electrical experiment tools -	piece	5		
31	DC power supplies have four basic outputs: constant voltage, constant current, voltage limit, and current limit -	piece	5		
32	Demonstration Balance Aluminum Support, Height: 18.5cm, Weight:280g -	piece	5		
33	Glass Plate Melamine Plastic	piece	5		
34	Glass Plate Similar to Size Friction Board Diameter 2-.5cm x 4cm Height	piece	5		
35	Hooke's Law Apparatus, Slotted weight: 250gm capacity, Height: 30 cm, Material: SS and Plastic	piece	5		
36	Light Source, Sodium/Mercury	piece	5		
37	Metal Stand, Dimensions 75 cm x 30 cm x 146 cm.	piece	5		
38	Micrometer Caliper	piece	5		
39	Optic Bench, 320 x 200 x 800mm	piece	6		
40	Projectile Apparatus Wooden Block, 190 x 58 x 30mm	piece	5		

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Handwritten signature or initials.

41	Reversing Switch, Universal Switch	piece	5		
42	Rheostat, Material: Ceramic, Metal, Color: White, Dark Green	piece	5		
43	Rubber Hammer, Double faced soft hammer	piece	5		
44	Solenoid, Cast copper with red copper coil	piece	5		
45	Spark Timer/Ticker Time, 12 x 16 x 5cm/4.72 x 6.29 x 1.96 inches	piece	5		
46	Beam Balance, Dimensions 7.80 x 3.35 x 5.79 inches	piece	5		
47	MOHR-Westphal Balance, 17x 23 x 16cm	piece	5		
48	Slotted Masses, Material: Chrome Plated Steel	piece	8		
49	Fe (NO ₃) ₃ , solution, 1000 mL of a 0.1 mol/L solution of Iron (III) nitrate; dissolve 40.3995 g of Fe (NO ₃) ₃ × 9H ₂ O (100 % purity) in deionized or distilled water, 100g/pack	pack	1		
50	FeCl ₃ solution, Iron (III) Chloride Solution, 1 M, Laboratory Grade, Syn: Ferric chloride solution; Formula: FeCl ₃ ; Characteristic: Yellow-orange liquid, odorless; Storage Code: White—corrosive; separate acids from bases; separate oxidizer acids from organic acids, 500ml/bottle	bottle	1		
51	KClO ₃ solid, Potassium chlorate appears as a white crystalline solid. Forms a very flammable mixture with combustible materials; White crystalline solid. Vapor pressure at 20 °C: negligible OSHA PEL: NEMelting point:356 °CACGIH TLV: NEBoiling point: decomposes at approx. 400 °C, 10g/pack	pack	1		
52	Hexane, 50 ppm TWA, 180 mg/m ³ TWA; Appearance (Form) Clear liquid; Density; (20/20°C) 0.659 to 0.663; GC; >=98.5 % (Sum of 5 isomers, total hexanes; Residue after evaporation; = <0.0005% Thiophene Passes Test, 500g/pack	pack	1		
53	KSCN solution, Potassium Thiocyanate Solution, 0.1 M; Formula Weight · 97.18; Formula · KSCN; Density (g/mL): 1.886; Boiling Point (°C): 500 ; Freezing Point (°C): 173, 100ml/bottle	bottle	1		
54	Urea, CH ₄ N ₂ O; Urea appears as solid odorless white crystals or pellets. Density 1.335 g /cc. Noncombustible; It is highly soluble in water but less soluble in alcohol. It is insoluble in ether. Urea behaves as a mono acid base; It is a colourless, crystalline substance that melts at 132.7° C (271° F) and decomposes before boiling, 500g/pack	pack	1		
55	NH ₄ OH solution, Ammonium hydroxide appears as a colorless aqueous solution. Concentration of ammonia ranges up to approximately 30%; Density: 0.900 g/mL; Boiling and Freezing Point: 36°C, -77°C; Synonyms: Ammonium Hydroxide Water Solution; Shelf Life: 36 Months, 250ml/bottle	bottle	1		
				TOTAL	

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Amount in Words: _____

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

Warranty : _____

Signature over printed name

Office Telephone No./Fax/Mobile No.

Date

Email Address



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