



Republika ng Pilipinas
PAMAHALAANG LUNGSOD NG TACLOBAN
(City Government of Tacloban)
Kanhuraw Hill, Tacloban City 6500

BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION

1st Canvassing

Company Name/Supplier: _____

Address: _____

Contact No. _____

Procurement Title/Category: Janitorial Supplies

Please quote your lowest price for the item(s) listed below, subject to terms and conditions stated hereunder and submit your sealed quotation duly signed by your representative to our office not later than 9 o'clock in the morning, of **April 11, 2024**. Opening of quotation shall be held at 2 o'clock in the afternoon of **April 11, 2024**.

RFQ No.	2024-251
RFQ Date:	4/4/2024
Approved Budget for the Contract (ABC)	₱21,450.00
Mode of Procurement	Shopping B
PR No.	Lot 1: 232221795 Lot 2: 223032956 Lot 3: 123021950 Lot 4: 132221841
PR Date:	3/19/24,3/19/24 3/8/24,3/8/24
End-user:	City ENRO, City Legal Office, TNSHO & CPDO

Sgd. JONATHAN R. HIJADA
BAC Chairman

Terms & Conditions:

- All entries must either be typewritten or legibly handwritten;
- Delivery Period: within (30) thirty days upon receipt of Purchase Order (PO) or as may be required by the appropriate authority. Administrative penalties pursuant to Rule XXXIII, Section 69 of RA 9184 shall be imposed for non-delivery without valid reason;
- Cash on Delivery modes shall not be acknowledged and quotation with such modes shall be considered failed.**
- Warranty shall be for a minimum of three (3) months for supplies and materials, and one (1) year for equipment from date of acceptance of end-user;
- Quoted price shall be valid for a period of (6) months;
- Documents to be attached upon submission of this quotation:
 - Valid Mayor's Business Permit
 - PhilGEPS Registration Number/Organization ID Number
 - Brochure showing brand, model and specifications of the product being offered, if applicable.
 - All photocopied documents submitted shall be a certified copy from the original.
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ITEM NO.	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
Lot 1	City ENRO 232221795/3-19-24				
1.	SPADE SHOVEL X. WITH STEEL HANDLE	10	PC		
2.	MIDRIB BROOMS (TINGTING)	50	PCS		
3.	INDUSTRIAL RUBBER GLOVES HEAVY DUTY (ASSORTED SIZES)	15	PAIR		
	<i>xxxxx nothing follows xxxxx</i>	GRAND TOTAL:			

Brand & Model: _____ Warranty: _____

Delivery Period: _____ days upon receipt of the PO Price valid until: _____

After having carefully read and accepted your General Conditions (terms and conditions), I/We quote you on the item(s) at prices provided above. If the space for Delivery Period, Warranty and Price Validity are left blank, it means that I concur with the terms and conditions specified by your procuring entity.

Printed Name/Signature/Date

Contact Number



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RFQ No.	2024-252
RFQ Date:	4/4/2024
Approved Budget for the Contract (ABC)	₱14,475.00
Mode of Procurement	Shopping B
PR No.	Lot 1: 232221795 Lot 2: 223032956 Lot 3: 123021950 Lot 4: 132221841
PR Date:	3/19/24,3/19/24 3/8/24,3/8/24
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ITEM NO.	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
Lot 2	City Legal Office 223032956/3-19-24				
1.	TOILET TISSUE 12 ROLLS/PACK	6	PACK		
2.	GARBAGE/TRASH BIN 25L	5	PACK		
3.	BROOM SOFT 200G	4	PC		
4.	BROOM TINGTING 760MM	1	PC		
5.	TOILET BOWL CLEANER 100ML	2	BTL		
6.	CLEANSER 350G MIN/CAN	2	CAN		
7.	DISHWASHING LIQUID 250ML	5	BTL		
8.	TOUGH CLEAN SCRUB SPONGE	2	PC		
9.	DETERGENT POWDER ALL PURPOSE 1KG	2	KILO		
10.	DISINFECTANT SPRAY 550G	2	BTL		
11.	INSECTICIDE 420ML	2	BTL		
12.	FABRIC CONDITIONER 1L	2	BTL		
13.	TRASH BAG 10'S LARGE BIODEGRADABLE MIN.	5	PACK		
14.	GLASS CLEANER 500ml	2	BTL		
15.	FLOOR MAP W/HANDLE	3	PC		
16.	MOP HANDLE SCREW TYPE HEAVY DUTY	2	PC		
17.	MOP HEAD CLOTH 400G	4	PC		
18.	TOILET DEODORANT 50g	5	PC		

19.	RAGS, ALL COTTON	20	PC		
20.	HAND SANITIZER 500ML WITH PUMP	5	BTL		
21.	HAND WASH SOAP 500ML LIQUID	2	BTL		
22.	CAR SCENTED AIR FRESHENER 180G	3	BTL		
	<i>xxxxx nothing follows xxxxx</i>	GRAND TOTAL:			

Brand & Model: _____ Warranty: _____

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RFQ No.	2024-252
RFQ Date:	4/4/2024
Approved Budget for the Contract (ABC)	₱21,755.00
Mode of Procurement	Shopping B
PR No.	Lot 1: 232221795 Lot 2: 223032956 Lot 3: 123021950 Lot 4: 132221841
PR Date:	3/19/24,3/19/24 3/8/24,3/8/24
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ITEM NO.	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
Lot 3	TNSHO 123021950/3-8-24				
1.	SPIN MOP 360 DEGREE HEAVY DUTY	2	Units		
2.	Broom stick (walis ting ting)	50	pcs		
3.	Alcohol, 70% scented, 500ml	5	Btls		
4.	Dishwashing liquid, 1 gal (4 liters/gal)	1	Btls		
5.	Gloves rubber (heavy duty)	15	Pairs		
6.	Disinfectant spray, 300g	2	Pairs		
7.	Chlorine powder 1 pail (20 kilos)	1	Pail		
8.	Hand soap liquid, 500ml with pump	15	Btls		
9.	Soft broom (tambo)	2	Pcs		
10.	Hand sanitizer 500ml	5	Btls		
11.	Detergent powder 1kl	7	Kls		
12.	Tissue paper 12's/pack 2ply	4	Packs		
13.	Flies paper 20x25cm	25	Pcs		
	<i>xxxxx nothing follows xxxxx</i>	GRAND TOTAL:			

Brand & Model: _____ Warranty: _____

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RFQ No.	2024-252
RFQ Date:	4/4/2024
Approved Budget for the Contract (ABC)	₱29,880.00
Mode of Procurement	Shopping B
PR No.	Lot 1: 232221795 Lot 2: 223032956 Lot 3: 123021950 Lot 4: 132221841
PR Date:	3/19/24,3/19/24 3/8/24,3/8/24
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ITEM NO.	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
Lot 4	CPDO 132221841/3-8-24				
1.	Alcohol, Ethyl, 70%, 500ml	50	Btls.		
2.	Toilet Paper Rolls, 3-ply, 12 rolls/pack	5	Packs		
3.	Toilet Deodorant Cake, 50gm	6	Pcs.		
4.	Liquid Hand Soap, Antibacterial, 99%, 500ml	6	Btls.		
5.	Glass Cleaner, 500ml	4	Btls.		
6.	Dishwashing Liquid, Antibacterial, remover 100% tough grease, 250ml	6	Btls.		
7.	Bath Soap, 130g	10	Pcs.		
8.	Cleaning towel for tables and sink, 11.5" x 11.5"	12	Pcs.		
9.	Spin Mop, 101cm handle replacement sponge mop	1	Pc.		
10.	Hand brush, nylon bristles	4	Pcs.		
11.	Detergent Powder with Fabcon, 1 kilo	2	Packs		
12.	Recycled Plastic (Cellophane for trash, medium size, 22x24 inches, 100's	10	Rolls		
13.	Bleaching, Liquid, 1 liter	1	Bottle		
14.	Soft broom (tambo), soft whisk	4	Pcs.		
15.	Dishwashing Scrub	6	Pcs.		

16.	Dishwashing Paste	24	Pcs.		
17.	Disinfectant Spray, Aerosol, 500ml.	5	Btls.		
18.	Air Freshener Spray, Lemon, 500ml.	6	Btls.		
19.	Tile Cleaner, Liquid, 500ml	4	Btls.		
	<i>xxxxx nothing follows xxxxx</i>	GRAND TOTAL:			

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