



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 16, 2024**. Opening of quotation shall be held at 2 o'clock in the afternoon of **April 16, 2024**.

RFQ No.	2024-267
RFQ Date:	4/12/2024
Approved Budget for the Contract (ABC)	₱153,450.00
Mode of Procurement	Shopping B
PR No.	Lot 1: 521461253 Lot 2: 123181502 Lot 3: 323181501
PR Date:	3/21/24,3/18/24
End-user:	SP & CSWDO

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.
 - All documents must be enclosed in a properly labeled and sealed envelope, indicating the PR No.
- The BAC shall conduct the alternative procurement process in accordance with RA 9184 and its 2016 RIRR.

ITEM NO.	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
Lot 1	SP 521461253/3/21/24				
1.	Air freshener, aerosol 280ml/150g	25	Can		
2.	Alcohol, ethyl, 70% scented, 500ml	100	Bottle		
3.	Cleaner, toilet bowl 1000ml	30	Bottle		
4.	Detergent powder, all purpose 1kg.	50	Pouch		
5.	Disinfectant spray aerosol type, 550 grams	30	Can		
6.	Dust pan, plastic w/detachable handle	25	Pieces		
7.	Insecticide, aerosol type, 300ml	12	Can		
8.	Garbage bag, black, 20/pack, xxxl. Biodegradable	50	Roll		
9.	Bleach, liquid, original scent galoon/4L	30	Gal.		
10.	Dishwashing liquid, 250 ml	20	Bottle		
11.	Dishwashing paste, 250 grms	20	piece		
12.	Fabric conditioner, sachet, 33ml	24	Dozen		
13.	Rug cloth, standard	20	Piece		
14.	Paper, towel roll, 11x6", 3ply	150	Packs		

15.	Spin mop/mop squeezer, 360 Degree	10	Pcs		
16.	Hand wash, 3.785 liters/gallon	10	Gal.		

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.	2024-267
RFQ Date:	4/12/2024
Approved Budget for the Contract (ABC)	₱14,760.00
Mode of Procurement	Shopping B
PR No.	Lot 1: 521461253 Lot 2: 123181502 Lot 3: 323181501
PR Date:	3/21/24,3/18/24
End-user:	SP& CSWDO

Sgd.JONATHAN R. HIJADA
BAC Chairman

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ITEM NO.	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
Lot 2	CSWDO 123181502/3-18-24				
1.	Air Freshener, 280 ml	2	Can		
2.	Bleaching Liquid, gal	4	Gal		
3.	Broom, Soft Bamboo	5	Pcs		
4.	Broom, Stick Tingting	5	Pcs		
5.	Detergent Powder, 500g/pack	4	Pack		
6.	Dishwashing liquid, 250 ml/btl	5	Btl		
7.	Handwash soap, 500 ml	5	Btl		
8.	Insect Killer Spray, water based, 600 ml	5	Can		
9.	MopHead Handle, wooden, heavy duty	3	Pcs		
10.	Mop Head Cloth	4	Pcs		
11.	Muriatic Acid, 1 gallon	4	Gal		
12.	Glass Cleaner, 500 ml	3	Btl		
13.	Toilet Bowl Cleaner, 500 ml	4	Btl		
14.	Toilet Deodorant Cake, 3 pcs/box	3	Box		

Brand & Model: _____ Warranty: _____

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

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RFQ No.	2024-267
RFQ Date:	4/12/2024
Approved Budget for the Contract (ABC)	₱6,965.00
Mode of Procurement	Shopping B
PR No.	Lot 1: 521461253 Lot 2: 123181502 Lot 3: 323181501
PR Date:	3/21/24,3/18/24
End-user:	SP& CSWDO

Sgd.JONATHAN R. HIJADA
BAC Chairman

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ITEM NO.	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
Lot 3	CSWDO 323181501/3-18-24				
1.	Bleaching Liquid, gal	4	Gal		
2.	Broom, Soft Bamboo	5	Pcs		
3.	Broom, Stick Tingting	5	Pcs		
4.	Detergent Powder, 500g/pack	7	Pack		
5.	Mophead Handle, wooden, heavy duty	3	Pcs		
6.	Mop Head Cloth	5	Pcs		
7.	Toilet Deodorant Cake, 3 pcs/box	5	Box		

Brand & Model: _____ Warranty: _____

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

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