



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

RFQ No.	2024-558
RFQ Date:	7/16/2024
Approved Budget for the Contract (ABC)	Php330,960.00
Mode of Procurement	Shopping B
PR No.	321541161
PR Date:	5/24/24
End-user:	CMO

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 **July 23, 2024**. Opening of quotation shall be held at 2 o'clock in the afternoon of **July 23, 2024**.

Sgd.JONATHAN R. HIJADA

BAC Chairman

Terms & Conditions:

1. All entries must either be typewritten or legibly handwritten;
2. 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;
3. **Cash on Delivery modes shall not be acknowledged and quotation with such modes shall be considered failed.**
4. 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;
5. Quoted price shall be valid for a period of (6) months;
6. Documents to be attached upon submission of this quotation:
 - a. **Valid Mayor's Business Permit**
 - b. **PhilGEPS Registration Number/Organization ID Number**
 - c. Brochure showing brand, model and specifications of the product being offered, if applicable.
 - d. All photocopied documents submitted shall be a certified copy from the original.
 - e. All documents must be enclosed in a properly labeled and sealed envelope, indicating the PR No.
7. 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
1.	AIR FRESHENER SPRAY, aerosol, 280ml/150g min	100	Can		
2.	ALCOHOL, ethyl, 70%, scented, 500ml (-5ml)	100	Btl		
3.	TOILET TISSUE PAPER 2-plys sheets, 150 pulls, 12rolls/pack	200	Pack		
4.	Garbage/Trash Bin, with swing cover, 25L	20	Pc		
5.	Broom, Soft (Tambo), weight: 200g min tiger grass	50	Pc		
6.	BROOM, STICK (TING-TING), usable length: 760mm min	50	Pc		
7.	Cleaner, Toilet Bowl and Urinal, 1000ml cap	50	Btl		
8.	Cleanser, Scouring Powder, 350g min/can	50	Can		
9.	Chlorine Powder	20	Kilo		
10.	Dishwashing Liquid, 250ml	50	Btl		
11.	Tough Clean Scrub Sponge, heavy duty, 100mm x 75mm x 30mm, 3's	20	Set		
12.	DETERGENT POWDER, all purpose, 1 kg	50	Pouch		
13.	Detergent Bar, 140 grams	30	Bar		

14.	DISINFECTANTSPRAY, aerosol type, 550 grams	100	Can		
15.	Insecticide, aerosol type, net content: 420ml min	100	Can		
16.	Fabric Conditioner, 1 liter	50	Btl		
17.	TRASHBAG, plastic, black bag, XL, 10's biodegradable	500	Roll		
18.	Glass Cleaner, 500ml	30	Pc		
19.	Mop with Bucket, 360degree rotation, cloth head, heavy duty	10	Set		
20.	Muriatic Acid, 4liters/gal	30	Gal		
21.	Bleach Liquid, 4L/gal	30	Gal		
22.	Toilet Deodorant Cake, 50 gsm, 3's/box	50	Box		
23.	Toilet Brush, plastic with handle	10	Pc		
24.	Rags, all cotton, 10pcs/bundle	100	Bund e		
25.	Hand Sanitizer, 500ml w/pump	50	Bottle		
26.	Hand Wash Soap, liquid, 1L	50	Bottle		
27.	Air freshener CAR SCENTED GEL, 180grams	50	Pc		
	<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