



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

**BIDS AND AWARDS COMMITTEE**

**REQUEST FOR QUOTATION**

1<sup>st</sup> 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 **June 4, 2024**. Opening of quotation shall be held at 2 o'clock in the afternoon of **June 4, 2024**.

RFQ No.	2024-391
RFQ Date:	5/29/2024
Approved Budget for the Contract (ABC)	Php10,805.00
Mode of Procurement	Shopping B
PR No.	Lot 1: 1393642 Lot 2: 123261022 Lot 3: 32307569
PR Date:	5/13/24, 5/8/24 4/19/24
End-user:	City Architect's Office, Operation of Market & TOMECO

**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	City Architect's Office 1393642/5-13-24				
1.	ALCOHOL, Isopropyl 70%, (1 gallon/4Liters)	5	Gal		
2.	ALCOHOL, Isopropyl 70%, (500ml)	10	Btl		
3.	BROOM, soft (tambo) size 48 to 60 inches (HEAVY DUTY)	3	Pc		
4.	Dish washing sponge	10	Pc		
5.	DISHWASHING LIQUID 1000ml	12	Btl		
6.	PAPER TOWEL 2ply, interfold paper, 175 pulls	10	Box		
7.	TOILET TISSUE PAPER 2-plys (12'Roll/Pack)	10	Pack		
	<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.

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Printed Name/Signature/Date

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Contact Number



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RFQ No.	2024-391
RFQ Date:	5/29/2024
Approved Budget for the Contract (ABC)	Php149,060.00
Mode of Procurement	Shopping B
PR No.	Lot 1: 1393642 Lot 2: 123261022 Lot 3: 32307569
PR Date:	5/13/24, 5/8/24 4/19/24
End-user:	City Architect's Office, Operation of Market & TOMEKO

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BAC Chairman

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ITEM NO.	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
Lot 2	Operation of Market 123261022/5-8-24				
1.	Disinfectant Solution-Organic Deodorizer, Conditioner & Decomposer (Microgenics Probioblends)	15	Gal		
2.	Detergent Powder, All Purpose, 500grms/pack	60	Pack		
3.	Muriatic Acid, 1 gal/4Ltrs	15	Gal		
4.	Air Freshener Spray, Lemon Scent 280ml/150g	12	Can		
5.	Alcohol 70% Isopropyl, 1 gal/4Ltrs	20	Gal		
6.	Bath Tissue, 12's, 2 ply	20	Pack		
7.	Bleaching Liquid, 1gal/4Ltrs	15	Gal		
8.	Broom Sticks (Walis Ting-Ting)	200	Pcs		
9.	Soft Broom (Tambo)	24	Pcs		
10.	Chlorine Powder 1kg	12	Kg		
11.	Deodorant Cake, big 50g, 3's/box	50	Box		
12.	Dust Pan, plastic	30	Pcs		

13.	Floor/Tile Brush, with long handle	20	Pcs		
14.	Steel Brush, with Aluminum handle	10	Pcs		
15.	Floor Mop, with Aluminum handle	12	Pcs		
16.	Mop Head, cotton, 400grams min.	25	Pcs		
17.	Disinfectant Spray, Aerosol Type 500grams	20	Can		
	<i>xxxxx nothing follows xxxxx</i>	GRAND TOTAL:			

Brand & Model: \_\_\_\_\_ Warranty: \_\_\_\_\_  
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RFQ No.	2024-391
RFQ Date:	5/29/2024
Approved Budget for the Contract (ABC)	Php169,450.00
Mode of Procurement	Shopping B
PR No.	Lot 1: 1393642 Lot 2: 123261022 Lot 3: 32307569
PR Date:	5/13/24, 5/8/24 4/19/24
End-user:	City Architect's Office, Operation of Market & TOMECO

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ITEM NO.	ITEMS & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
Lot 3	TOMECO 32307569/4-19-24				
1.	CLEANER, Toilet Bowl and Urinal, 1000 ml	50	Btls		
2.	CLEANER, Scouring Powder, 350 grams	50	Cans		
3.	DETERGENT BAR, 140 grams as packed	50	Bars		
4.	DETERGENT POWDER, All Purpose 1kg	100	Kilos		
5.	DISINFECTANT SPRAY, Aerosol type, 550 grams	50	Btls		
6.	DUST PAN, Non-rigid plastic with detachable handle	10	Pcs.		
7.	BROOM, Soft (tambo)	30	Pcs.		
8.	BROOM, (Ting-Ting), usable length	30	Pcs.		
9.	SCOURING PAD, made of synthetic nylon, 140X220mm, 3's	10	Packs		
10.	TRASH BAG, GPP Specs, Black, 10 Pcs per roll/pack (L) (Biodegradable)	150	Packs		
11.	Alcohol Isopropyl 70% (500ml)	180	Btls		
12.	Air freshener (280 ml) bottle	40	Btls		

13.	Insect Spray water based 500 ml	40	Btls		
14.	Dishwashing Liquid, 1 Gallon/4 LITERS	20	Gal		
15.	Tissue Toilet Paper 2-plys 12's	40	Pcks		
16.	WASTE BASKET, No Rigid Plastic 22L	10	Pcs.		
17.	GLASS CLEANER, 500 ml	24	Btls		
18.	TOILET BOWL BRUSH	24	Pcs.		
19.	MOP AND SPIN DRY BUCKET SET with 1 microfiber mop	10	Set		
20.	BLEACH LIQUID 4L/GAL	20	Gal		
21.	FLOORMAT, RUBBER, 50 cm x 180 cm, non slip	30	Pcs.		
22.	BATH SOAP 60g	50	Pcs.		
	<i>xxxxx nothing follows xxxxx</i>	GRAND TOTAL:			

Brand & Model: \_\_\_\_\_ Warranty: \_\_\_\_\_  
 Delivery Period: \_\_\_\_\_ days upon receipt of the PO Price valid until: \_\_\_\_\_

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