



Republic of the Philippines  
 DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT  
 Regional Office No. V, Rizal Street Legazpi City

**REQUEST FOR QUOTATIONS**

MODE OF PROCUREMENT:	<b>Shopping (Section 52.1b)</b>	RFQ No. :	<b>2020-145</b>
Name of Procuring Entity:	<b>DILG</b>	Date:	November 10, 2020
Office/End User:	<b>FAD-GSS</b>		
Company Name			
Address			
PhilGEPS Registration No.			

Please quote your lowest price for the requirements listed hereunder subject to the Terms and Conditions stated below and submit to this office duly signed.

**TERMS AND CONDITIONS:**

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| <ol style="list-style-type: none"> <li>Bidders shall provide correct and accurate information required in this form.</li> <li>Bidders may quote for any or all items.</li> <li>Price quotation(s) must be valid for a period of 60 calendar days from the date of submission.</li> <li>Price quotation(s) to be denominated in Philippine Peso shall include all taxes duties and/or levies payable.</li> <li>Quotations exceeding the Approved Budget for the Contract (ABC) shall be rejected.</li> <li>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.</li> </ol> | <ol style="list-style-type: none"> <li>Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative(s).</li> <li>The DILG shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.</li> <li>Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The DILG shall rescind the contract once the cumulative amount of liquidated damages reaches ten (10) percent of the amount of the contract, without amount of the contract, without prejudice to other courses of action and remedies open to it.</li> </ol> |
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<b>APPROVED BUDGET FOR THE CONTRACT (ABC):</b>	 <b>ALFREDO L. SALLAN</b> BAC Chairman
<b>PHP 54,775.00</b>	

	ITEM DESCRIPTION	QTY	UNIT	Approved Budget for the Contract	Unit Price	Total Price	Compliance with Technical Specifications (please check)		Remarks
							Yes	No	
<b>PURCHASE OF JANITORIAL AND MAINTENANCE SUPPLIES FOR THE OPERATIONAL USE OF DILG REGIONAL OFFICE</b>									
1	Liquid Hand Soap, antibacterial with scent, 225 ml	20	Gallon	7,000.00					
2	Dishwashing Liquid, Lemon Scent, 250 ml	35	Bottle	3,675.00					
3	Sponge Scrub Pad, Big	15	Piece	750.00					
4	Disinfectant Spray, Antibacterial, with scent, Crisp Linen Scent, 510g	30	Can	18,600.00					
5	Battery, AAA, Heavy Duty, 4's/pack	10	Pack	1,400.00					
6	Battery, AA, Heavy Duty, 4's/pack	10	Pack	1,250.00					
7	LED Bulb, 15 watts, Full Clear	20	Piece	6,000.00					
8	Spin Mop, Heavy Duty	4	Set	5,600.00					
9	Muriatic Acid, 500ml	10	Bottle	600.00					
10	Water Dipper, Big	10	Piece	500.00					
11	Pail, Medium size, with metal handle	10	Piece	2,800.00					
14	Dust Pan, Big, Heavy Duty	6	Piece	600.00					
15	Soft Broom	10	Piece	1,300.00					
16	Garbage Bag, Black, Big, 100's/Pack	2	Pack	3,800.00					
17	Toilet Cleaner, Ultra Thick Bleach, with scent, 500ml	6	Bottle	900.00					

**REF:**  
 Purchase Request No. 2020-11-185  
 Approved and Funded PPMP

<b>Warranty</b>	<b>Price Validity</b>
After having carefully read and accepted your General Conditions, I/WE quote on the item(s) at prices noted above.	
_____ Printed Name/Signature/Date	
_____ Tel. No./Cellphone No.	

**Supply & Delivery Conditions:**

- Deliver of item is required: **15 CALENDAR DAYS AFTER RECEIPT OF PURCHASE ORDER (P. O.);**
- Details related to implementation shall be communicated with **NARCISA M. CLAVERON;** End-User.

**NOTE:**

\*In order to be eligible for this procurement, suppliers/service providers must submit together with the quotation/proposal and the following eligibility requirements:

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|--|-----|-----|
| 1. Valid Business Permit, Mayors Permit, Certificate of Business Name (DTI, SEC) | [ ] | [ ] |
| 2. PhilGEPS Registration No. (Please indicate on the space provided above)       | [ ] | [ ] |

**Important:**

\*Please submit your quotation/s **on/or before** \_\_\_\_\_ **at 09:00 am.**