



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:	Small Value Procurement (Section 53.9)	RFQ No.:	GDS-2021	i-081A
Name of Procuring Entity:	DILG	Date:	May 10, 2021	
Office/End User:	FAD-GSS			
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:

- Bidders shall provide correct and accurate information required in this form.
- Bidders shall quote for individual item amounting 5k above and per lot if below 5k.
- Price quotation(s) must be valid for a period of 60 calendar days from the date of submission.
- Price quotation(s) to be denominated in Philippine Peso shall include all taxes duties and/or levies payable.
- Quotations exceeding the Approved Budget for the Contract (ABC) shall be rejected.
- Award of Contract shall be made to the responsive Bidder (for goods) or the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
- Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative(s).
- The DILG shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
- 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.
- Request for quotation must be signed and sealed.

APPROVED BUDGET FOR THE CONTRACT (ABC):

PHP 79,069.15

ALFREDO L. SALLAN
 BAC Chairman

	ITEM DESCRIPTION	QTY	UNIT	Approved Budget for the Contract	Unit Price	Total Price	Compliance with Technical Specifications (please check)		Remarks
							Yes	No	
Purchase of Janitorial Supplies for the Operational Use of the DILG Regional Office V for the First Semester of 2021.									
1	INSECTICIDE, aerosol type, net content: 600ml min	8	can	3,000.00					
2	AIR FRESHENER, aerosol, 280ml/150g min	22	can	5,280.00					
3	ALCOHOL, ethyl, 68%-72%, scented, 500ml (-5ml)	50	bottle	4,900.00					
4	ALCOHOL, isopropyl, 68%-72%, 500ml (-5ml)	14	bottle	1,512.00					
5	BROOM, soft (tambo)	33	piece	4,950.00					
6	BROOM, STICK (TING-TING), usable length: 760mm min	12	piece	300.00					
7	CLEANER, TOILET BOWL AND URINAL, 900ml-1000ml cap	12	bottle	2,160.00					
8	CLEANSER, SCOURING POWDER, 350g min./can	12	can	660.00					
9	DETERGENT POWDER, all purpose, 1kg	5	pack	650.00					
10	DISINFECTANT SPRAY, aerosol type, 400-550 grams	30	can	18,300.00					
11	DUST PAN, non-rigid plastic, w/ detachable handle	14	piece	672.00					
12	HAND SOAP, Liquid, 500ml	15	bottle	3,600.00					
13	MOPHANDLE, heavy duty, aluminum, screw type	6	piece	1,500.00					
14	MOPHEAD, made of rayon, weight: 400 grams min	12	piece	1,800.00					
15	RAGS, all cotton, 32 pieces per kilogram min	12	bundle	780.00					
16	TOILET TISSUE PAPER, 2-ply, 100% recycled	142	pack	21,300.00					
17	TRASHBAG, GPP specs, black, 940mmx1016mm	60	pack	7,200.00					

18	TWINE, plastic, one (1) kilo per roll	3	roll	360.00				
19	WASTEBASKET, non-rigid plastic	5	piece	145.15				

Purchase Request No. 2021-04-081
Approved and Funded PPMP

Warranty

Price Validity

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:

1. Deliver of item is required: 7 Calendar Days upon receipt of Purchase Order
2. Details related to implementation shall be communicated with End-User NARCISA M. CLAVERON.

NOTE:

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

1. Valid Business Permit, Mayors Permit, Certificate of Business Name Registration, (DTI, SEC), Tax Clearance (50K Above) and BIR Form 1701 Annual Income Tax Return (500K Above) [] []
2. PhilGEPS Registration (Certificate Page 1, 2 and 3 for Platinum) [] []
3. Notarized Omnibus Sworn Statement to be submitted before the Notice of Award and Purchase Order (50K Above)

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