



REQUEST FOR QUOTATION

Date: 06 June 2023
RFQ No.: 100-23-01-223

Name of Company: _____
Address: _____
Name of Store/Shop: _____
Address: _____
TIN: _____
PhilGEPS Registration Number: _____

The City Government of Pasig, through the Bids and Awards Committee (BAC), intends to procure **Supply and Delivery of Various Supplies and Materials – Pasig City Library** with an Approved Budget for the Contract (ABC) of **Php 126,257.84**, in accordance with **Section 53.9** of the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184. Please quote your best offer for the item in the table below.

The Project shall be awarded as One Project having several items that shall be awarded as one contract. Quotations received exceeding each total Cost per Item and/or the total Approved Budget for the Contract shall be rejected.


Item No.	Item Description	Brand Name <small>(PLEASE DO NOT LEAVE BLANK)</small>	QTY	UOM	Approved Budget		Price Offer	
					Unit Cost	Total Cost	Unit cost	Total Cost
1	Air Freshener, - 280ml spray aerosol type		24	can	180.75	4,338.00		
2	Alcohol Ethyl, - 70% alcohol unscented		24	gallons	450.00	10,800.00		
3	Bathroom soap, - regular size		24	bxs	55.00	1,320.00		
4	Broom walis tambo		24	pcs.	142.16	3,411.84		
5	Stick Broom (Walis ting-ting)		80	pcs	75.00	6,000.00		
6	Cleanser powder, - 500 grams scouring cleanser powder		24	can	80.00	1,920.00		
7	Detergent powder, - 1kl		50	pack	109.2	5,460.00		
8	Dustpan, - Length: approximately 108.2 cm - Width: approximately 28 cm - Type: Foldable - Color: Gray		12	pcs	65.00	780.00		
9	Multi insect killer spray, - 150 ml spray aerosol type		24	can	227.45	5,458.80		



10	Mop handle, - material: wood - approximately 63inches long		15	piece	180.00	2,700.00		
11	Mophead, Mophead, - made of rayon, - weight: 400 grams min		4	piece	125.00	500.00		
12	Muriatic Acid		2	gals	1,100.00	2,200.00		
13	Polishing pad, - material: wool or microfiber round shape about 15 inches		2	pad	363.00	726.00		
14	Rags Cotton, - round size approximately 7 inches		12	kilos	99.00	1,188.00		
15	Scouring pad, - 5pcs scouring pad per pack approximately 9 inches in size		12	packs	130.00	1,560.00		
16	Toilet deodorant cake, - 50gms		60	pcs	120.62	7,237.20		
17	Toilet Tissue, - 2 ply		144	rolls	15.00	2,160.00		
18	Waste Basket, - Plastic material - square in shape approximately 14 inches in height and width		12	pcs	100.00	1,200.00		
19	Bleach, - 5.25 to 8.25 % sodium hypochlorite - 500 ml Lemon Scent		24	gals	220.00	5,280.00		
20	Trash bag XXL 18 1/2 x 18 1/2 x 40 (Black), - 100 pcs per bundle xxl 18 1/2 inches x 18 1/2 inches x 40 inches - color black		12	bundle	600.00	7,200.00		
21	Liquid Hand Soap Gallon		12	gallon	320.00	3,840.00		
22	padlock, - hardened solid 60mm brass		2	pcs	420.00	840.00		
23	Plastic Push brush, - w/ wooden handle-HD 12 inches width		12	pcs	230.00	2,760.00		
24	Toilet brush, - plastic material approximately 14 inches in height		12	pcs	250.00	3,000.00		
25	Window/Glass Squeegees, - plastic material approximately 47 inches in height and 10 inches width		2	piece	700.00	1,400.00		
26	Water Hose, - size 1/2" with Nozzle,		60	meter	25.00	1,500.00		
27	bulb led 9watts, - screw type color: white		36	pcs	150.00	5,400.00		
28	Illustration board- 1/8		30	pcs.	15.00	450.00		
29	water container drum (160L) blue color		4	pcs	1,700.00	6,800.00		
30	Pencil #1		30	pcs	15.00	450.00		
31	Ruler, - transparent plastic 12"		30	pc	10.00	300.00		
32	Crayons (24, color)		30	pack	110.00	3,300.00		
33	Polo shirt,		40	pcs	300.00	12,000.00		

Caruncho Avenue, Brgy. San Nicolas, Pasig City, Philippines 1600



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	<ul style="list-style-type: none"> - national book week celebration event polo shirt 40 pcs polo shirts material: 35% cotton 65% polyester - color: navy blue with lay out design sample picture attached <p>pcs size</p> <p>1 XS</p> <p>4 S</p> <p>11 M</p> <p>14 L</p> <p>6 XL</p> <p>2 2XL</p> <p>2 4XL</p>							
34	Twine, - Big size 3/4 kilo per roll		12	rolls	150.00	1,800.00		
35	building blocks educational materials, - 06pcs big building blocks - nontoxic plastic material - size: 19 cm x 9.5 cm x 9.5 cm (L x W x H)		22	packs	499.00	10,978.00		
Note: Other terms and conditions are stipulated in the attached Terms of Reference, if any.			Total		126,257.84			
DELIVERY TERM: Within Thirty (30) calendar days upon the receipt of Notice to Proceed.								

**Indicate the BRAND NAME or MANUFACTURER NAME and the specific MODEL to be offered or attach a BROCHURE for the offered item; items including but not limited to clothing, vehicle, equipment, devices, electronics, machines, drugs, medicines, medical supplies must be branded or at the very least, manufacturer shall be indicated.*

Submit this Quotation (Accomplished and duly signed by the Owner or the respective Authorized Representative indicated in the Secretary's Certificate/Special Power of Attorney) not later than the closing date specified in the Bid Notice Abstract posted in PhilGEPS website along with the following documents:

- **Mayor's/Business Permit** (or a recently expired Mayor's/Business permit together with the official receipt as proof that the prospective bidder has applied for renewal within the period prescribed by the concerned local government unit subject to submission of the Mayor's Permit before the award of contract). The nature of business as stated in the Mayor's/Business Permit should at the very least be similar or related to the project to be bid.
- **PhilGEPS Registration Number**
- **Income Tax Return** - Latest Income or Business Tax Returns filed and paid through the BIR Electronic Filing and Payment System (EFPS).
In accordance with Revenue Regulation No. 3-2005, the above-mentioned tax returns shall refer to the following:
 1. Latest Income Tax Return (ITR) - For participants already with an Annual ITR, latest ITR shall refer to the ITR for the preceding Tax Year be it on a calendar or fiscal year. For new establishments which, therefore, have no annual ITR yet, it shall refer to the most recent quarter's ITR.
 2. Latest Business Tax Return - refers to the Value Added Tax (VAT) or Percentage Tax returns covering the previous six (6) months.
- Accomplished and notarized **Omnibus Sworn Statement**
([https://www.gppb.gov.ph/assets/forms/Omnibus%20Sworn%20Statement\(Revised\).docx](https://www.gppb.gov.ph/assets/forms/Omnibus%20Sworn%20Statement(Revised).docx))
- **Proof of Authorization: Secretary's Certificate** if corporation, or **Special Power of Attorney**, if individual.

ADDITIONAL REQUIREMENTS:

For Procurement of Drugs and Medicines:

Documents from the Food and Drug Administration (FDA):

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- a. Certificate of Product Registration;
- b. Certificate of Good Manufacturing Practice;
- c. License to Operate;
- d. Batch Release Certificate *(for vaccines, toxoids and immunoglobulins only) [to be submitted upon delivery];* and
- e. Certificate of Analysis *(for anesthesia and antibiotics) [to be submitted upon delivery].*

If the Supplier is not the Manufacturer, a certification from the Manufacturer that the supplier is an authorized distributor/dealer of the products/items.

Please submit the accomplished Quotation and required documents on or before the deadline of submission at the Bids and Awards Committee (BAC) through the **Procurement Management Office (BAC Secretariat Office), 4th Floor, Pasig City Hall, San Nicolas, Pasig City.**

All documents should be submitted in a sealed brown envelope addressed to the "Bids and Awards Committee, 4th Floor, Pasig City Hall", and properly marked with the Project Title as provided herein.

The CITY GOVERNMENT OF PASIG reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

For any clarification, you may contact us at telephone no. (02) 8641-1111 / (02) 8643-1111 loc. 1461 or email address at bidsandawards@pasigcity.gov.ph



ATTY. PONCE MIGUEL D. LOPEZ
Officer in Charge, Procurement Management Office

I hereby certify that I have read and agree to this Request for Quotation, its Terms of Reference, and Bid Bulletin/s, if any. I further certify that the products to be delivered will conform to the specifications stated in the Item Description.



Conforme:


Signature over Printed Name

Position

Duly authorized to sign quotation/offer for and on behalf of _____
(Please indicate Company Name)

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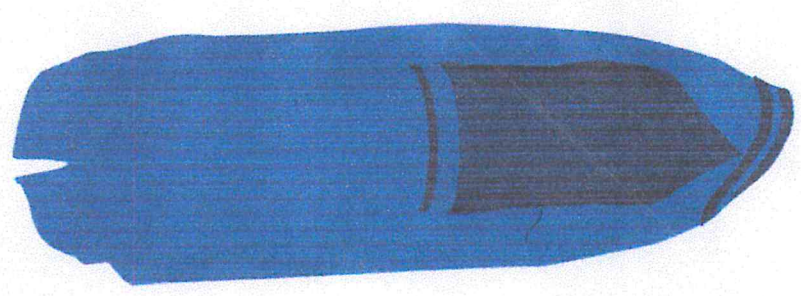
35% cotton
65% poly



FRONT
BACK
LEFT
RIGHT



FRONT
BACK
LEFT
RIGHT



FRONT
BACK
LEFT
RIGHT



35% cotton
65% poly