



REQUEST FOR QUOTATION

Date: 29 June 2023
RFQ No.: R1 100-23-02-314

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 Janitorial Supplies – Tanghalang Pasigueño** with an Approved Budget for the Contract (ABC) of **Php 800,811.00**, 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 | Bleach, - 5.25 to 8.25% sodium hypochlorite, 500 ml, Scent: Lemon Scent | | 75 | gals | 225.00 | 16,875.00 | | |
| 2 | Glass Cleaner, - Solution with Spray, 500 ml, Scent : Pine, Formulation: Liquid | | 50 | pcs | 120.00 | 6,000.00 | | |
| 3 | Window Wiper Double Sided Retractable Brush, - approximately 20-03 (Aluminum Pole - ple length extendable up to 50cm), Medium -Aluminum Body, Glass Wiper | | 30 | pcs | 160.00 | 4,800.00 | | |
| 4 | Anti-bacterial Liquid Hand soap, - 1 Gallon, Scent: Any kind of Scent | | 100 | gals | 220.00 | 22,000.00 | | |
| 5 | Alcohol, Ethyl (70% Solution), - 1 Gallon or 3500 ml | | 220 | gals | 500.00 | 110,000.00 | | |
| 6 | Wax Stripper for Wooden Floor, - Scent : Lavender, Pack Size Approximately : 3700 ml or 1 gallon, Pack Type : Single | | 20 | gals | 800.00 | 16,000.00 | | |

| | | | | | | | | |
|----|--|--|-----|-------|--------|-----------|--|--|
| 7 | Fabric conditioner, Anti-bacteria, approximately 1 Gallon, Scent: Sunrise Fresh Scent | | 220 | gals | 350.00 | 77,000.00 | | |
| 8 | Disinfectant spray, - Aerosol Type, approximately 400 gms, Scent: Fresh Blossom | | 150 | pcs | 350.00 | 52,500.00 | | |
| 9 | Disinfectant Cleaner Solution, - approximately 1 Gallon, Scent: Citronella | | 20 | gals | 400.00 | 8,000.00 | | |
| 10 | Insecticide - Aerosol, - approximately 600ml, Multi Insect Killer Odorless | | 70 | pcs | 420.00 | 29,400.00 | | |
| 11 | Detergent powder, - approximately 1000g or 1kg pack, Scent: Any kind of Scent | | 250 | packs | 150.00 | 37,500.00 | | |
| 12 | Interfolded Tissue Paper, - 3-ply toilet paper / 3pcs per pack, Hypo-allergenic | | 500 | packs | 110.00 | 55,000.00 | | |
| 13 | Bathroom Tissue, - 12pcs per pack, Hypo-allergenic, Pure White | | 500 | packs | 115.00 | 57,500.00 | | |
| 14 | Soft Broom, - Double Sewing Walis Tambo, Regular Size | | 30 | pcs | 250.00 | 7,500.00 | | |
| 15 | Broom stick, - Eco-friendly made of coconut, approximately size 36" | | 30 | pcs | 80.00 | 2,400.00 | | |
| 16 | Face mask, - Ordinary, Disposable, approximately 50pcs per box | | 50 | boxes | 70.00 | 3,500.00 | | |
| 17 | Biodegradable Trash Bag (Medium), - Approximately Size: Medium-22 x 24, Approximately 12kgs, Color: Black | | 400 | rolls | 70.00 | 28,000.00 | | |
| 18 | Biodegradable Trash Bag (XL), - Approximately Size: XL- 30 x 37, Approximately 22kgs, Color: Black | | 500 | rolls | 90.00 | 45,000.00 | | |
| 19 | Bathroom Toilet Brush with Holder, - Approximately Size: 47 cm x 10.5 cm, Color: White | | 50 | pcs | 70.00 | 3,500.00 | | |
| 20 | Dustpan, - Approximately Size: Length: 108.2 cm, Width: 28cm, Type: Plastic | | 30 | pcs | 120.00 | 3,600.00 | | |
| 21 | Hand-press Watering Can Spray Bottle, - Approximately Size :20.5 x 8.5 cm, Material: Plastic | | 30 | pcs | 60.00 | 1,800.00 | | |
| 22 | Mop, - Color: White, Material: Cotton, Broom Type: Mop, Approximately Size :35 cm x 15 cm | | 70 | pcs | 260.00 | 18,200.00 | | |
| 23 | Mop head, - Color: White, Material: Cotton Approximately Size: Weight:350g, Length:2m or 120 cm | | 50 | pcs | 190.00 | 9,500.00 | | |
| 24 | High-Density Dipped Double Sided Dishwashing Sponge, - Approximately Size :7 x 10 x 3 cm, Color: Green and Yellow | | 200 | pcs | 35.00 | 7,000.00 | | |
| 25 | Stainless Steel Sponge, Material: Stainless Steel Wool, | | 50 | pcs | 30.00 | 1,500.00 | | |

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





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|---|---|--|--------------|---------|-------------------|-----------|--|--|
| | - Approximately Size: 7.2 x 2.2 cm, Weight: 20 g | | | | | | | |
| 26 | Janitorial Cleaning Belt Bag, - Material: Cordura, Approximately Size: Length 19 cm, Width: 6 cm, Height: 27 cm, Feature: with large pocket and pouches for handheld tools | | 20 | pcs | 300.00 | 6,000.00 | | |
| 27 | Black Apron, - Thickness: Normal, Approximately Size - Length: 70 cm, Clothing, Width: 68 cm, Waistband: 50 cm, Overall length: 90 cm | | 40 | pcs | 70.00 | 2,800.00 | | |
| 28 | Cham Clean Towel Synthetic Chamois, - Material: Synthetic Chamois, Approximately Size: 43 cm x 32 cm x 0.2 cm | | 100 | pcs | 50.00 | 5,000.00 | | |
| 29 | Power Extension Wheel 15m, - Approximately Maximum Wattage: 2500W, Current: 10A, Voltage 250V, Approximately Cord Length: 15m | | 6 | pcs | 1,200.00 | 7,200.00 | | |
| 30 | Universal Socket Extension 6m, - Outlet Socket, approximately 2 universal outlet with ground, 1 universal outlet, approximately 6 meters, 10A 250V 1250W, High Quality and Heavy Duty | | 6 | pcs | 450.00 | 2,700.00 | | |
| 31 | Grass Cutter, - Approximately Size: 22 inches / Length 550mm, Material: Approximately 55# Carbon Steel | | 2 | pcs | 518.00 | 1,036.00 | | |
| 32 | PVC Garden Hose, - Color : Green with Nozzle, Approximately Size : 90 m | | 2 | pcs | 3,500.00 | 7,000.00 | | |
| 33 | Rags All Cotton, Type: Cotton, - Color: White, Approximately Size: 30 x 30 cm | | 70 | bundles | 70.00 | 4,900.00 | | |
| 34 | Bathroom Deodorizer, - 100 gms, Scent: Lemon | | 200 | pcs | 60.00 | 12,000.00 | | |
| 35 | Polisher 16", - 16 inches Floor Polisher, Approximately Net Weight: 30 kgs, Approximately Consumption: 559 Watts, 220 Volts. | | 2 | units | 44,750.00 | 89,500.00 | | |
| 36 | Polisher Pad, Material Wool, - Floor Polishing Pad, Size: 16 inches, Color: White | | 10 | pcs | 600.00 | 6,000.00 | | |
| 37 | Squeezer Heavy duty, - Mop Squeezer and Bucket, Liters: 36 liters, Color: Yellow | | 2 | units | 3,800.00 | 7,600.00 | | |
| 38 | Heavy Duty Carpet Blower, - Approximately Power: 3/4 HP, Voltage: 110-120 V / 220-240V Frequency: 60Hz/50Hz Power, Cord : 25 ft, Fans Dia : 246 mm, RPM : 1350/1200/1100 | | 2 | units | 12,500.00 | 25,000.00 | | |
| No2te: Other terms and conditions are stipulated in the attached Terms of Reference, if any. | | | Total | | 800,811.11 | | | |
| DELIVERY TERM: Within Thirty (30) calendar days upon the receipt of Notice to Proceed. | | | | | | | | |

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**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):

- 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

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