

REQUEST FOR QUOTATION

Date : 11/27/2019

Please quote your lowest price on the item/s listed below, subject to the General Conditions below stating the shortest time of delivery and submit your quotation duly signed by your representative not later than _____ in the return envelope attached herewith.


MARIZA O. MALLANA
Head / Secretariat

- NOTE :
1. THE APPROVED BUDGET FOR THE CONTRACT IS PHP 75,000.00
 2. ALL ENTRIES MUST BE LEGIBLY WRITTEN
 3. DELIVERY PERIOD OF THIS CANVASS IS WITHIN SEVEN (7) CALENDAR DAYS.
 4. WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE(1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY.
 5. PRICE VALIDITY SHALL BE FOR A PERIOD OF THIRTY (30) CALENDAR DAYS
 6. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED.

ITEM NO.	ITEM & DESCRIPTION	QTY.	UNIT	Unit Price
1	Deodorant Cake, big	150	pcs.	
2	Diswashing Liquid	100	gal.	
3	Toilet Bowl, Urinal Cleaner	100	gal.	
4	Handsoap / Handwash (dewdrops)	100	gal.	
5	Plastic Garbage Bag-XXL, Black, 10pcs/pack	100	pack	
6	Plastic Sando Bag-Large, White, 100pcs per pack	100	pack	
7	Toilet Paper, (big), 12pcs./ pack	100	pack	
8	Air Freshener, 300ml net Content	100	can	
9	Insect Spray. 500ml net Content	100	can	
10	Mask-Protector or Face Mask, cotton	80	pcs.	
11	Doormat-Regular Size, (for office)	100	pcs.	
12	Round Rags, (standard)	60	kilo	
13	Moisturizing Hand Sanitizer, 500ml	100	tube	
14	Toilet Bowl disinfectant	100	gal.	
15	Disinfectant Spray, 340g net content	100	can	
16	Mop Head Clip (with wood handle)	100	pcs.	
17	Scouring Pad with Sponge	150	pcs.	
18	Scouring Pad (w/o Sponge)	150	pcs.	
19	Bleach	100	gal.	
20	Hand Bowl Brush w/ handle (plastic)	100	pcs.	
21	Bar Soap	100	bar	
22	Cotton Duster	100	pcs.	
23	Soft Broom (Tambo)	100	pcs.	
24	Broom Stick (Ting-ting)	100	pcs.	
25	Toilet Bowl Pump, wooden handle with rubber pump	100	pcs.	
26	Toilet Bowl Brush with long wooden handle (Push brush)	100	pcs.	
27	Warning Signs (for wet floor)	30	pcs.	
28	Mop Bucket and Wringer with mop, 35L	30	set	
29	Dustpan (Plastic, for indoor use)	100	pcs.	
30	Dustpan (tin/can, for outdoor use)	100	pcs.	
31	De clogging Liquid 250ml	100	pcs.	
Note:	We deduct 4% tax for goods and 5% tax for services for NON-VAT registered suppliers and 6% tax for goods and 7% tax for services for VAT-registered suppliers.			

Delivery Period: _____

Warranty: _____

Price Validity: _____

After having carefully read and accepted your General Conditions, I / We quote you on the item at prices noted above.

Printed Name / Signature

Date

Tel. no. / Cellphone No. / e-mail address