



REQUEST FOR QUOTATION

Date: _____

Business Name: _____
 Business Address: _____
 PhilGEPS Reg. No. _____
 TIN _____
 Tel No. / Fax No. _____
 E-mail Address _____

Please quote your lowest price(s) for the **Supply and Delivery of Janitorial Supplies** using this form or your letterhead following the format below. Please take note of the following details:

1. The Total Approved Budget for the Contract (ABC) is **One Hundred Thirty Seven Thousand Four Hundred Fifty Five and 00/100 Pesos Only (Php137,455.00)**

2. Any quotation in excess of the ABC will be automatically rejected. Poro Point Management Corporation is VAT registered.

3. Quotation must be submitted not later than **February 17, 2025 at 5:00pm**

Quotation must be submitted in sealed envelope for manual submission at PPMC Administration Building, Governor Joaquin L. Ortega Avenue, Poro Point Freeport Zone, Poro, City of San Fernando, La Union on or before **February 17, 2025 at 5:00pm**

Quotation submitted by email should be sent to the following email address: ppmcbacsecretariat@gmail.com

4. Mode of Procurement: **NP 52.1(b) - Shopping**

5. Send the said quotation/s together with the following documents in sealed envelope:

- a. Mayor's/Business Permit
- b. PhilGEPS Registration Number

N.B. Procuring Entities already maintaining an updated file of any of the bidder's abovementioned requirements, whether through the PhilGEPS Certificate of Registration and Membership or its own records, may no longer require its re-submission.

PPMC reserves the right to accept or reject any or all of the quotations or formally waive any defect or minor deviations therein, or to accept quotation/s as may be considered most advantageous to the government or to pursue appropriate legal action should the winning supplier refuse to accept the award without justifiable reason/s.

On Leave

MR. DINO PAOLO D. GARCIA
Procurement Assistant

MR. CARLOS ESCALONA
Procurement Officer

MS. CHARLOTTE C. BANDOLIN
Administrative Officer

Per request, below is/are the price(s) of the article(s)/service(s) as indicated in Unit Price:

Quantity	Unit	Specifications	Approved Budget for the Contract	Unit Cost (VAT-Inclusive)	Total Amount (VAT-Inclusive)
24	CAN	AIR FRESHENER, 280ml - w/ SDS	5,040.00		
15	PIECE	BROOM HARD (stick, tingting)	600.00		
10	PIECE	BROOM SOFT (tambo)	1,500.00		
30	PIECE	CLOTH, doormat	1,350.00		
30	KILO	CLOTH, rags	4,500.00		
40	PACK	DETERGENT, powder 1000 g - w/ SDS The supplier shall supply products which do not contain ethylene-diamine-tetra-acetate phenol ethoxylates (APEO)	4,000.00		
30	PIECE	DISHWASHING FOAM	1,500.00		
42	BOTTLE	DISINFECTANT SPRAY, 340 grms. - w/ SDS The supplier shall supply products which do not contain ethylene-diamine-tetra-acetate phenol ethoxylates (APEO)	17,640.00		
10	PIECE	DUST PAN, metal	2,700.00		
30	BOTTLE	FABRIC CONDITIONER, 250ml - w/ SDS	2,250.00		
50	BOX	FACIAL TISSUE	3,750.00		
10	PAIR	GLOVES, latex	1,200.00		
12	PAIR	GLOVES, cotton	1,800.00		
30	CAN	INSECTICIDE, 500ml - w/ SDS	10,950.00		
5	PIECE	MOPHANDLE, screw type, wooden handle	1,100.00		
15	PIECE	MOPHEAD, 100% rayon 400 grams	2,025.00		
10	PACK	PAPER TOWEL, 2's	1,000.00		
60	BOTTLE	SOAP, 250ml dishwashing liquid - w/ SDS The supplier shall supply products which do not contain ethylene-diamine-tetra-acetate phenol ethoxylates (APEO)	2,700.00		
30	PIECE	SOAP, 60g - w/ SDS	750.00		
40	BOTTLE	SOAP, liquid, anti-bacterial, hand soap - w/ SDS	4,400.00		



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70	BOTTLE	TOILET BOWL AND URINAL CLEANER - w/ SDS	9,100.00		
120	PIECE	TOILET DEODORANT CAKE - w/ SDS	6,600.00		
600	PIECE	TOILET PAPER, 2ply	6,000.00		
300	PACK	TRASH BAG Medium The supplier shall supply products which is made of polyethylene (PE)	12,000.00		
350	PACK	TRASH BAG, XXL The supplier shall supply products which is made of polyethylene (PE)	28,000.00		
10	ROLL	Nylon String	5,000.00		

*Note: This is a **line item award** wherein purchases are awarded to the vendor providing the lowest price for individual items in a multi-item procurements. Multiple vendors may be awarded purchases from a multi-item solicitation.*

Terms and Conditions:

PAYMENT TERM: 30 Days or COD
 DELIVERY DATE: 15 Working Days from receipt of Purchase Order or if COD, upon receipt of payment
 PRICE VALIDITY: 30 Days

We hereby certify that we have prepared, checked and reviewed this quotation. This quotation is valid unless revoked in writing which should be made prior to our receipt of your Purchase Order.

Name of Authorized Representative: _____
Signature of Authorized Representative: _____
Position Title/ Designation of Authorized Representative: _____