

Republic of the Philippines
City of Manila

CITY GENERAL SERVICES OFFICE

REQUEST FOR PRICE QUOTATION (RFQ) NO. 2021-05-280
NP - Small Value Procurement

Company Name: _____
Address: _____

Please quote your lowest price on the item/s listed below and submit your quotation together with the requirements stated hereunder to this office located at Room 442, Manila City Hall Building, Arroceros Street, Manila during office hours within seven (7) calendar days from receipt hereof, subject to the following terms and conditions, to wit:

1. If applicable, indicate the specific brand, model/year and country of origin for each item.
2. Delivery period shall be within Fifteen (15) calendar days upon receipt of Purchase Order.
3. Warranty shall be for a period of three (3) months for supplies and materials, One (1) year for equipment from date of acceptance by the end-user.
4. Price validity shall be for a maximum period of 120 calendar days.
5. Subject to the submission of the following documents:
 - a. DTI / SEC Certificate of Registration with Secretary's Certificate
 - b. Mayor's/ Business Permit
 - c. PHILGEPS Registration Number
 - d. Income/Business Tax Return
 - e. Omnibus Sworn Statement

Canvassed By:

ANA MARGARITA G. DAVID
Acting Supply Officer I

THELMA L. PEREZ
Officer-In-Charge

ITEM	QTY.	UNIT	ARTICLE AND DESCRIPTION	CEILING PRICE	UNIT PRICE	TOTAL
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Office:	P.R. No.	OBR No.	ABC
CITY PERSONNEL OFFICE	PR No. 829	100-2104-03680	43,289.00
MANILA HEALTH DEPARTMENT	PR No. 814	100-2104-03660	32,620.00
		ABC:	<u>75,909.00</u>

Charge to: Other Supplies & Materials Expenses

P.R. NO. 829 (City Personnel Office)

1	80	btl.	Alcohol, 75% 500ml with moisturizer, high quality	Php 120.00	Php _____	Php _____
2	16	gal.	Alcohol, rubbing isopropyl, 1gal.	Php 650.00	Php _____	Php _____
3	8	gal.	Disinfectant Cleaner, liquid concentrated, 3.75 ltr./gal.	Php 520.00	Php _____	Php _____
4	20	can.	Disinfectant Spray, 340 grams net content high quality	Php 540.00	Php _____	Php _____
5	16	pc.	Doormat, Standard Size	Php 84.00	Php _____	Php _____
6	1	kl.	Rags, cotton (7") in diameter, 32 pcs./kg	Php 125.00	Php _____	Php _____
7	3	gal.	Sodium Hypochlorite, gallon size	Php 220.00	Php _____	Php _____
8	6	gal.	Toilet Bowl Cleaner, 1L	Php 250.00	Php _____	Php _____
9	20	pack	Toilet Tissue Paper, 2 ply sheets, 12 rolls/pack, high quality	Php 150.00	Php _____	Php _____
10	2	pck.	Trashbag, (XXL) 37" x 40" 18.5 x 18.5 black 100's	Php 850.00	Php _____	Php _____
TOTAL				Php 43,289.00		Php _____

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CITY PERSONNEL OFFICE	PR No. 829	100-2104-03680	43,289.00
MANILA HEALTH DEPARTMENT	PR No. 814	100-2104-03660	32,620.00
		ABC:	<u>75,909.00</u>

Charge to: Other Supplies & Materials Expenses

P.R. NO. 814 (MANILA HEALTH DEPARTMENT)

1	10	gal	Alcohol, rubbing isopropyl, 1 gal.	Php 650.00	Php _____	Php _____
2	10	pcs	Air freshener, aerosol, 300ml/in can	Php 285.00	Php _____	Php _____
3	10	pcs	Broom, soft (tambo), high quality	Php 189.00	Php _____	Php _____
4	100	pcs	Broom, stick (tingting), high quality	Php 42.00	Php _____	Php _____
5	12	pcs	Trash Bag, (XXL), black, 37" x 40" 18.5 black 100's	Php 850.00	Php _____	Php _____
6	5	pck	Toilet Tissue Paper, white, 2 ply sheets/roll, 12 rolls/pack, high quality	Php 150.00	Php _____	Php _____
7	10	pouch	Detergent Powder all purpose 500g	Php 110.00	Php _____	Php _____
8	10	pcs	Doormat, Rag cloth 12 x 24	Php 84.00	Php _____	Php _____
9	10	gal	Zonrox, gallon	Php 429.00	Php _____	Php _____

TOTAL Php 32,620.00

Php _____

XXXXXXXXXXXXXXXXXXXXXXXXXXXX

Per Lot Basis TOTAL : Php _____

XXXXXXXXXXXXXXXXXXXX

After having carefully read and accepted your terms and conditions, I/We hereby quote on the items/s at prices listed above

Printed Name/Signature

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

Date