

**REQUEST FOR QUOTATION
SHP 12-23**

The **Municipality of Guagua**, through its Bid and Awards Committee (BAC), invites Licensed Suppliers/ Manufacturers/ Distributors/ Trading/ Retailers to bid/submit price quotations for the project: **Procurement of janitorial supplies to be used in this Municipality** in accordance with the Alternative Methods of Procurement, Section 52. Shopping of the Revised Implementing Rules and Regulation of Republic Act No. 9184.

Name of Project: **Procurement of janitorial supplies to be used in this Municipality**

Location: Municipality of Guagua, Plaza Burgos, Guagua, Pampanga

Brief Description: Procurement of various janitorial supplies

Approved Budget for the Contract: PhP 61,721.00

Contract Duration: 7 calendar days

Submission of quotation documents is on or before **February 28, 2023 at 9:00 am** at the address indicated above. Late submission shall not be accepted.

The forms, which are part of the quotation documents, shall be the same forms to be submitted by the bidders for their compliance with the schedule of requirements, technical specifications, and financial proposal submission sheet. Non-compliance therewith shall be a ground for disqualification. The "No Contact Rule" shall apply. Bidders are not allowed to call or talk to any member of the BAC, TWG, or Secretariat right after the opening of the quotation documents.

The proponent determined to have the Lowest Calculated Bid must be PhilGEPS registered and shall submit its company's valid and current Mayor's or Business Permit.

The Municipality of Guagua hereby reserves the right to accept or reject any or all quotations and to impose additional terms and conditions as it may deem proper.

For inquiry, you may call **Ilona G. Bansil at telephone no. (045) 457-3796**.

Very truly yours,

(Sgd.)

Raul G. Naguit
BAC Chairperson

SCHEDULE OF REQUIREMENTS

Description	Quantity	Unit	Unit Price	Total Amount
Broom Tambo makapal	28	Pcs		
Bleach	44	Gals		
Detergent Powder	63	Kls		
Detergent Bar	17	Pcs		
Dishwashing Liquid	18	Gals		
Deodorant Cake	39	Pcs		
Doormat	46	Pcs		
Dust Pan	10	Pcs		
Floor wax Paste 3kls	4	Cans		
Fabric Conditioner	4	Gals		
Hand Brush	10	Pcs		
Handsoap Liquid	9	Gals		
Insecticide (Baygon)	29	Cans		
Mop Handle	5	Pcs		
Muriatic Acid	4	Gals		
Pail	3	Pcs		
Tissue Paper	228	Rolls		
Trash Can	29	Pcs		
Mop w/ Handle	5	Pcs		
Trash bag Large 10's/ roll	50	Rolls		
Toilet Bowl Cleaner	9	Gals		
Toilet Brush	9	Pcs		
Push brush w/ handle	12	Pcs		
Tornado Mop	8	Pcs		
Rags	25	Kls		
Twine Plastic	11	Rolls		
Glass Cleaner	10	Gals		
Steel wool 16"	6	Packs		
Ceiling Broom	10	Pcs		
Dipper	4	Pcs		

TOTAL:

I hereby certify to comply and deliver all the above requirements.

Name of Company/Bidder

Signature over Printed Name of Bidder
or Representative

Date

TECHNICAL SPECIFICATIONS

Item	Specification			Statement of Compliance
	Description	Quantity	Unit	
1	Broom Tambo makapal	28	Pcs	
2	Bleach	44	Gals	
3	Detergent Powder	63	Kls	
4	Detergent Bar	17	Pcs	
5	Dishwashing Liquid	18	Gals	
6	Deodorant Cake	39	Pcs	
7	Doormat	46	Pcs	
8	Dust Pan	10	Pcs	
9	Floor wax Paste 3kls	4	Cans	
10	Fabric Conditioner	4	Gals	
11	Hand Brush	10	Pcs	
12	Handsoap Liquid	9	Gals	
13	Insecticide (Baygon)	29	Cans	
14	Mop Handle	5	Pcs	
15	Muriatic Acid	4	Gals	
16	Pail	3	Pcs	
17	Tissue Paper	228	Rolls	
18	Trash Can	29	Pcs	
19	Mop w/ Handle	5	Pcs	
20	Trash bag Large 10's/ roll	50	Rolls	
21	Toilet Bowl Cleaner	9	Gals	
22	Toilet Brush	9	Pcs	
23	Push brush w/ handle	12	Pcs	
24	Tornado Mop	8	Pcs	
25	Rags	25	Kls	
26	Twine Plastic	11	Rolls	
27	Glass Cleaner	10	Gals	
28	Steel wool 16"	6	Packs	
29	Ceiling Broom	10	Pcs	
30	Dipper	4	Pcs	

Note: Bidders must state either "Comply" or Not Comply" in the column "Statement of Compliance" against each of the individual parameters of each "Specification", stating the corresponding performance parameter of the equipment offered.

I hereby commit to comply with all the above Technical Specifications.

Name of Company/Bidder

Signature over Printed Name of Bidder
or Representative

Date

FINANCIAL PROPOSAL SUBMISSION SHEET

Date: _____

The Chairperson
Bids and Awards Committee
Municipality of Guagua

Sir/Madame,

After having carefully read and accepted the terms and conditions in your Request for Quotation hereunder is our quotation for the project, *Procurement of janitorial supplies to be used in this Municipality (SHP 12-23)*.

Description	Quantity	Unit	Unit Price	Total
Broom Tambo makapal	28	Pcs		
Bleach	44	Gals		
Detergent Powder	63	Kls		
Detergent Bar	17	Pcs		
Dishwashing Liquid	18	Gals		
Deodorant Cake	39	Pcs		
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Twine Plastic	11	Rolls		
Glass Cleaner	10	Gals		
Steel wool 16"	6	Packs		
Ceiling Broom	10	Pcs		
Dipper	4	Pcs		
GRAND TOTAL:				

Very truly yours,

Name of Company

Contact Number

Name/Signature of Representative

Date