



REQUEST FOR QUOTATION

The Philippine Statistics Authority (PSA) **Provincial Statistical Office - Marinduque** through Regional Office-Bids and Awards Committee (RO-BAC) will undertake alternative mode of procurement– **Shopping** pursuant to the provisions of R.A. 9184, to wit;

Name of Project	Procurement of Janitorial Supplies for the First Quarter of 2025 (January to March)
Solicitation	2024-11-0960
Place of Delivery	Boac, Marinduque
Brief Description	Janitorial Supplies
Quantity	30 Items
Approved Budget for the Contract (ABC)	P 97,405.00
Date of Delivery	December 6-31, 2024


Please quote your **lowest price** on the attached bid form and personally submit your **SEALED QUOTATION not later than 9:00 AM on Thursday, December 05, 2024** at PSA PSO Marinduque.

Received by:

Name and Signature: _____

Company: _____

Date: _____


VENERANDA F. MENDOZA
PSA-RO-BAC Chairperson

Terms and Conditions:

1. All entries must be written legibly in the Bid Form.
2. Late submission of quotation shall not be accepted.
3. Bids exceeding the ABC shall be disqualified.
4. Requirements:
 - i. Copy of PhilGEPS Registration
 - ii. Mayor's Permit/Business Permit
 - iii. Income/Business Tax Return (for ABCs above P500K)
 - iv. Omnibus Sworn Statement (Emergency Procurement with ABC at least P500,000.00 and for Small Value Procurement with ABC at least P50,000.00)
5. Award of contract shall be made to the lowest/single calculated and responsive bid.
6. Terms of Payment shall be made through check/ADA payable to the supplier.
7. Warranty shall be for a period of six (6) months for goods and one (1) year for equipments from date of acceptance by the procuring entity.
8. Price validity shall be a period of 30 calendar days for goods and six (6) months for services.
9. Pending the perfection of Purchase Order/Service Agreement/Contract of Service, the PSA reserves the right to reject any or all bid proposals, or declares the bidding a failure, or not to award the contract, and makes no assurance that a contract shall be entered into as a result of this invitation.



BID FORM

Item/s and Specification/s (minimum)	Unit	Qty.	Unit Price	Total Amount (VAT inclusive)	Compliance with Technical Specifications (please check)	
					YES	NO
Procurement of Janitorial Supplies for the First Quarter of 2025 (January to March)						
Air Revitalisor Concentrate 120 ml	bottle	6			()	()
Hand Soap 175 gms	pcs	8			()	()
Broom for Ceiling , Extendable handle Handle Length : 84 cm approx. extendable up to 150 cm Width (Broom Head) : 38 cm approx. Ideal for smooth-finish concrete floors, ceramic tile floors, & wooden floorboards.	pcs	2			()	()
Detergent Powder 1100gms	sachet	8			()	()
Detergent Powder 500 gms	sachet	12			()	()
Dishwashing Liquid 475 ml	bottle	12			()	()
Disinfectant Spray 510 gms orange/pink/purple	can	19			()	()
Dust Bin (36 cm diameter & 56 cm height)	pcs	2			()	()
Fabric Conditioner 1 liter	bottle	17			()	()
Glade Scented Gel 180 gms	pcs	32			()	()
Glade Spray Refill 175 gms	can	40			()	()
Glass Cleaner 500 ml	bottle	10			()	()
Kitchen Towel (refrigerator Towel)	pcs	12			()	()
Liquid Hand Soap 450 ml	bottle	8			()	()
Microfiber Cloth	pcs	28			()	()
Mouse Adhesive Pad	pcs	16			()	()
Multi Insect Killer 500 ml	can	7			()	()
Muriatic Acid 250 ml	bottle	4			()	()
Muriatic Acid 500 ml	bottle	8			()	()
Office Entrance Door Mat Material: Polyester Fiber Size: 50cm x 80 cm / 19" x 31", Waterproof corrosion - resistant, anti bacteria, anti slip, fade resistant	pcs	27			()	()
Padlock, heavy duty for roll up 50 MM	pcs	10			()	()
Scouring Pad with Foam	pcs	20			()	()
Sodium Hydrochlorite Color Safe 1 liter	bottle	28			()	()
Steel Wool	pcs	8			()	()
Toilet Bowl Cleaner 1 liter	bottle	5			()	()
Toilet Brush with Holder 10.6 cm x 43.6 cm	pcs	7			()	()
Toilet Deodorizer 50 mg	pcs	20			()	()

Tornado Mop	set	2			()	()
Trash Bag 13x13x32 Black, Large, 100 pcs/pack	pack	12			()	()
Trash Bag 15X17 Black, Large, 100 pcs/pack	pack	2			()	()
Nothing Follows						
TOTAL						

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

Printed Name of authorized representative/Signature _____

Position: _____

Name of Company _____

Address: _____ Email Address: _____

Fax No. _____ Tel No.: _____ Cellphone No. _____

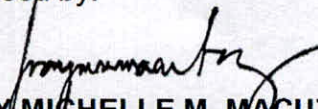
Date: _____

LBP Account No. of Establishment: _____ Name of Payee: _____

Tax Identification Number: _____ Copy of PhilGEPS Registration No.: _____

BIR Registration: ☐ VAT ☐ Non-VAT

Canvassed by:


MARY MICHELLE M. MACUTONG
 Canvasser