

**UNIVERSITY OF THE PHILIPPINES BAGUIO**

Governor Pack Road, Baguio City, Benguet, CAR
 VAT Reg. TIN: 000-864-006-00007
 Telephone No. 074.442.3484
 Email Address: [spmou.upbaguio@up.edu.ph](mailto:spmo.upbaguio@up.edu.ph)

REQUEST FOR QUOTATION (RFQ)


PROCUREMENT PROJECT: Supply and Delivery of Various Janitorial Supplies for Office of the Vice Chancellor for Administration
 Purchase Request No.: 17795
 Approved Budget for the Contract: Php 92,000.00

Date: 19 October, 2022
 RFQ No.: 2725
 MOP: NP-SVP

INSTRUCTIONS:

1. Accomplish this RFQ correctly and completely.
2. Bidder should attach a copy of the latest Business Permit, PhilGEPS Registration and Notarized Omnibus Sworn Statement.
3. Warranty shall be 6 months for supplies and materials, 1 year for equipment from the date of acceptance of the Procuring Entity.
4. Submit your quotation at the Supply and Property Management Office, UP Baguio OR may email at jebagsic@up.edu.ph and cc: spmou.upbaguio@up.edu.ph with RFQ No. as part of the subject NOT LATER THAN 5:00 PM on 25 October, 2022.
5. Price validity shall be for a period of 90 calendar days.
6. Bidders must indicate the Brand and Model Number offered when appropriate.
7. Failure to follow these instructions will disqualify your entire quotation.

Please quote your lowest government price (including VAT) on the item/s listed below, and state the time of which you can make delivery. The information stated below shall be the basis for the evaluation and calculation of your quotation.


JAMES BENEDICT E. BAGSIC
 OIC, SRMO

ITEM NO.	GENERAL DESCRIPTION	STATEMENT OF COMPLIANCE TO TECHNICAL SPECIFICATIONS (PLEASE CHECK)		UOM	QTY	UNIT PRICE	TOTAL PRICE	QUOTED UNIT PRICE	TOTAL QUOTED PRICE	
		YES	NO							
1	All purpose reusable gloves (laundry/washing), size: large, heavy duty, 1 pair per pack			pck	12	120.00	1,440.00			
2	All purpose reusable gloves (laundry/washing), size: medium, heavy duty, 1 pair per pack			pck	20	120.00	2,400.00			
3	face masks, KN 95, 20pcs/box with bendable metal nosepiece			box	20	168.00	3,360.00			
4	Heavy grip garbage picker/ heavy duty trash clip/pick-up device, metal or stainless steel, long or at least 16" in length with rubber handle			pc	10	600.00	6,000.00			
5	mop bucket with squeezer, heavy duty, commercial/industrial grade, premium tubular steel and structural web molded plastic, glides on four non marking casters,, high efficiency side press wringer, at least 35QT, yellow color designate			un	6	12,000.00	72,000.00			
6	Sprayer, High Density Polyethylene (HDPE), heavy duty, handheld, 1 liter capacity			pc	15	400.00	6,000.00			
7	trash/garbage bag for hazardous wastes, size: 22" x 24", color: yellow			pc	200	4.00	800.00			
	-Delivery Period: within 30 calendar days upon receipt of Purchase Order									
	-PLEASE INDICATE WARRANTY OFFERED FOR THE ITEM									
	-*** Nothing Follows ***-									
TOTAL:							92,000.00	BID TOTAL:		
TOTAL QUOTED AMOUNT IN WORDS:										

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

Name of the Company: _____
 Address: _____
 Name of Representative: _____
 Position: _____
 Signature: _____

Tel. No. : _____
 Fax No. : _____
 Email Address: _____
 Date: _____