

**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: spmo.upbaguio@up.edu.ph**REQUEST FOR QUOTATION (RFQ)**PROCUREMENT PROJECT: **1st and 2nd Quarter Janitorial Supplies for the University**Purchase Request Nos.: **21612, 21597, 21610, 21565**Approved Budget for the Contract: Php **434,032.28**Date: **22 January, 2024**RFQ No. **3843**MOP: **Shopping****INSTRUCTIONS:**

1. Accomplish this RFQ correctly and completely. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the bidder or any of your duly authorized representative/s.
2. Bidder should attach a copy of the latest Business Permit, PhilGEPS Registration Number and Notarized Omnibus Sworn Statement for an Approved Budget for the Contract (ABC) above ₱50,000 except for Shopping as an Alternative Method of Procurement that requires the latest business permit and PhilGEPS registration only. **Quotations exceeding the ABC shall be rejected.**

In Addition:

- 2a. For Corporations & Cooperatives: A Notarized Secretary's Certificate or Notarized Board Resolution;
 - 2b. For Sole Proprietorship: A Notarized Special Power of Attorney if the OSS Affiant is other than the Sole Proprietor.
3. Warranty**, if appropriate, shall be six (6) months for supplies and materials, one (1) year for equipment from the date of acceptance of the Procuring Entity.
 4. Submit your quotation, *preferably sealed*, at the Supply and Property Management Office, UP Baguio **OR** send to this email address **ONLY** - spmo.upbaguio@up.edu.ph and cc: bac.upbaguio@up.edu.ph with the subject heading **RFQ No. 3843 NOT LATER THAN 5:00 PM** on **26 January, 2024**.
 5. Price validity shall be for a period of 90 calendar days.
 6. **IF APPLICABLE**, bidders shall indicate the Brand and Model Number of the item/s being offered.
 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.

Canvassed by: JANINE SOMERA

**RUEL C. LESTINO**
Head, SPMO

ITEM NO.	GENERAL DESCRIPTION	Compliance with technical specifications (Pls. check)		BRAND (N/A if not applicable)	Unit of Measure (ex. pc, lot, kg)	QTY	UNIT PRICE	TOTAL PRICE	QUOTED UNIT PRICE*	TOTAL QUOTED PRICE
		YES	NO							
1	ALCOHOL, Ethyl, 1 Gallon				gallon	76	₱ 496.50	₱ 37,734.00		
2	ALCOHOL, Isopropyl, 70%, 500 ml				btl	2	84.10	₱ 168.20		
3	AIR FRESHENER				can	107	96.10	₱ 10,282.70		
4	BROOM (Walis Tambo)				piece	70	140.71	₱ 9,849.70		
5	BROOM (Walis Ting-ting)				piece	64	26.31	₱ 1,683.84		
6	CLEANER, Toilet Bowl and Urinal				bottle	70	49.19	₱ 3,443.30		
7	CLEANSER, Scouring Powder				can	90	39.60	₱ 3,564.00		
8	COTTON BALLS, sterile, 300's				pck	2	110.00	₱ 220.00		
9	DETERGENT POWDER, all purpose				pouch	202	97.24	₱ 19,642.48		
10	DISINFECTANT SPRAY				can	141	165.88	₱ 23,389.08		
11	DUST PAN				piece	56	51.48	₱ 2,882.88		
12	HAND SOAP, liquid				bottle	107	47.25	₱ 5,055.75		
13	MOP BUCKET				unit	1	2,516.80	₱ 2,516.80		
14	MOPHANDLE, heavy duty				piece	45	147.58	₱ 6,641.10		
15	MOPHEAD, made of rayon				piece	87	125.44	₱ 10,913.28		

ITEM NO.	GENERAL DESCRIPTION	Compliance with technical specifications (Pls. check)		BRAND (N/A if not applicable)	Unit of Measure (ex. pc, box, kg)	QTY	UNIT PRICE	TOTAL PRICE	QUOTED UNIT PRICE*	TOTAL QUOTED PRICE
		YES	NO							
16	SCOURING PAD				pack	63	98.38	₱ 6,197.94		
17	TRASHBAG, XXL size				pack/roll	24	143.00	₱ 3,432.00		
18	TRASHBAG, Large size				pack/roll	57	65.21	₱ 3,716.97		
19	TRASHBAG, XL size				pack/roll	56	101.82	₱ 5,701.92		
20	WASTEBASKET				piece	29	48.05	₱ 1,393.45		
21	BLEACHING SOLUTION				bottle	20	₱ 82.50	₱ 1,650.00		
22	INSECTICIDE				can	109	₱ 283.71	₱ 30,924.39		
23	DISHWASHING LIQUID				btl	32	₱ 220.00	₱ 7,040.00		
24	DISPOSABLE GLOVES				box	11	₱ 550.00	₱ 6,050.00		
25	DOOR MAT				pc	24	₱ 275.00	₱ 6,600.00		
26	Alcohol, isopropyl, 68%- 72%, 500ml (-5ml)				btl	77	₱ 132.00	₱ 10,164.00		
27	Alcohol, isopropyl, 68%-72%, scented, 3.785 liters				gallon	21	₱ 660.00	₱ 13,860.00		
28	Bleach, liquid lemon scent				gallon	57	₱ 187.00	₱ 10,659.00		
29	Dirt and stain remover				can	11	₱ 121.00	₱ 1,331.00		
30	Dishwashing scrub with foam				pc	98	₱ 66.00	₱ 6,468.00		
31	Door mat, braided				pc	42	₱ 77.00	₱ 3,234.00		
32	Gloves knitted with rubber padding (palm side)				pr	134	₱ 88.00	₱ 11,792.00		
33	Gloves, nitrile				box	5	₱ 385.00	₱ 1,925.00		
34	Gloves, rubber, large				pr	6	₱ 88.00	₱ 528.00		
35	Gloves, rubber, medium				pr	42	₱ 99.00	₱ 4,158.00		
36	Gloves, surgical gloves, medium				box	7	₱ 440.00	₱ 3,080.00		
37	Hand sanitizer, 500ml per bottle				btl	18	₱ 209.00	₱ 3,762.00		
38	Insecticide, waterbase spraym 600ml				can	43	₱ 682.00	₱ 29,326.00		
39	Liquid dye wax, red, easy dry, stainfree after dry, odorless				gallon	3	₱ 687.50	₱ 2,062.50		
40	Mask, face mask				box	33	₱ 165.00	₱ 5,445.00		
41	Mop, magic mop, adjustable handle, stainless steel+PP+PVA, PVA sponge mop head, 120x28 cm				pc	45	₱ 297.00	₱ 13,365.00		
42	Muriatic acid/Hydrochloric acid, 500ml				btl	86	₱ 88.00	₱ 7,568.00		
43	Oil, multipurpose oil				pc	9	₱ 88.00	₱ 792.00		
44	Push brush, 4 ft. aluminum handle, 10" bristle				pc	24	₱ 220.00	₱ 5,280.00		
45	Scrubbing pad without foam, heavy duty				pc	31	₱ 49.50	₱ 1,534.50		
46	Soap, anti bacterial hand soap (in bottle dispenser), 450ml per bottle				btl	103	₱ 220.00	₱ 22,660.00		
47	Soap, bath, antibacterial, 90gms				pc	89	₱ 49.50	₱ 4,405.50		

ITEM NO.	GENERAL DESCRIPTION	Compliance with technical specifications (Pls. check)		BRAND (N/A if not applicable)	Unit of Measure (ex. pc, lot, kg)	QTY	UNIT PRICE	TOTAL PRICE	QUOTED UNIT PRICE*	TOTAL QUOTED PRICE	
		YES	NO								
48	Soap, dishwashing gel, 1 liter				btl	107	₱ 165.00	₱ 17,655.00			
49	Soap, dishwashing gel, antibacterial, 250ml				btl	54	₱ 176.00	₱ 9,504.00			
50	Tile brush, for laundry sink				pc	17	₱ 99.00	₱ 1,683.00			
51	Tissue, facial, 100% virgin pulp, 2 ply, 190 sheets or pulls				pck	45	₱ 198.00	₱ 8,910.00			
52	Toilet brush, plastic handle, round head, end to end length 38 cm, brush size 3cm.				pc	23	₱ 99.00	₱ 2,277.00			
53	Toilet deodorant cake				pc	98	₱ 55.00	₱ 5,390.00			
54	Trash bag, 37"x40", black, 100pcs./bundle				bundle	15	₱ 968.00	₱ 14,520.00			
Contract Award: <u>Per line item</u> Delivery Period: <u>within 30 calendar days upon receipt of Purchase Order</u> <i>*Indicating a price/amount under "Quoted Unit Price" shall mean complying with the technical specification of the item even without checking the compliance column otherwise provide a counter-offer.</i> **WARRANTY INCLUDED ▲▲▲Nothing Follows ▲▲▲											
								TOTAL:	₱ 434,032.28		
TOTAL QUOTED AMOUNT IN WORDS:											

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

Name of the Company: _____ Tel. No. : _____
Address: _____ Fax No. : _____
Name of Representative: _____ Email Address: _____
Position: _____
Signature: _____ Date: _____