



<b>MODE OF PROCUREMENT:</b>	Small Value Procurement	RFQ No.:	<b>2020-09</b>	<b>249 58</b>
Name of Procuring Entity:	DILG Region 1	Date:		
Office/End User:	<b>LGCCD</b>			
Company Name (TO BE				
Address (TO BE FILLED OUT				
BY SUPPLIER)				

**\*PhilGEPS Registration No.**

Please quote your lowest price for the requirements listed hereunder subject to the Terms and Conditions stated below and submit to this office duly signed:

**TERMS AND CONDITIONS:**

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| <ol style="list-style-type: none"> <li>Bidders shall provide correct and accurate information required in this form.</li> <li>Bidders may quote for any or all items.</li> <li>Price quotation(s) to be denominated in Philippine Peso shall include all taxes duties and/or levies payable.</li> <li>Quotations exceeding the Approved Budget for the Contract (ABC) shall be rejected.</li> <li>Award of contract shall be made to the lowest quotation (for goods) or the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.</li> </ol> | <ol style="list-style-type: none"> <li>Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative(s).</li> <li>The DILG shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.</li> <li>Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The DILG shall rescind the contract once the cumulative amount of liquidated damages reaches ten (10) percent of the amount of the contract, without prejudice to other courses of action and remedies open to it.</li> </ol> |
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**APPROVED BUDGET FOR THE CONTRACT (ABC):**

**PHP 103,000.00**

**ENGR. ALICIA C. BANG-OA**  
 BAC Chairperson

ITEM NO.	ITEM DESCRIPTION	QTY.	UNIT	ABC PER ITEM	PRICE PER UNIT FROM SUPPLIER
	Face Shield, direct splash protection	20	pcs	20.00	
	KN95 Face Mask	80	pcs	45.00	
	Vitamin C with Zinc (non-acidic, FDA Approved)	30	boxes	350.00	
	B Complex (B1, B6, B12)	30	boxes	295.00	
	Toilet Tissue Paper, 2-ply, 100% recycled	12	packs	110.00	
	Wet wipes, antibacterial-60 sheets large	30	packs	25.00	
	Coupon Bond (Legal Size)	15	reams	220.00	
	Coupon Bond (A4 size)	15	reams	210.00	
	Paper clip (small)	30	boxes	19.00	
	Paper clip (big)	30	boxes	27.00	
	Correction Tape	10	pcs	35.00	
	Computer Ink Set (continuous ink 4 colors)	15	set	1,100.00	
	Stapler Wire, standard	10	boxes	185.00	
	Stapler, standard type	10	pcs	30.00	
	Staple Remover, plier type	10	pcs	45.00	
	Specialty Paper 120 GSM/Short/Cream	20	packs	65.00	
	Ballpen Black	20	boxes	25.00	
	Sign Pen	20	pcs	25.00	
	Paper Fastener Plastic	12	boxes	35.00	
	File folder with ring binder (long/legal size)	20	pcs	325.00	
	File Folder organizer (long/legal size)	30	pcs	325.00	
	Scotch tape (1 1/2 inches)	10	pcs	25.00	
	Masking Tape (1 1/2 inches)	10	pcs	25.00	
	Double Sided Adhesive Tape (Reusable Nano Adhesive Tape, Clear Double Sided Tape)	10	pcs	65.00	
	Isoprophyl Alcohol, 70% solution with moisturizer, prevent skin from drying, kills 99.9% of germs, antiseptic sanitizer, non-sterile solution, 1 gallon per bottle	20	bottle	640.00	
	Disposable Surgical Gloves, latex, size: large, quantity: 100 pcs/box	10	boxes	550.00	
	Anti-Bacterial Hand Soap with Germ Protection, Size: 85 grams	60	boxes	50.00	
	Anti-Bacterial Hand Spray with Germ-Kill Properties that is Clinically Proven to Kill 99% of Disease-Causing Bacteria, Size: 55 ml	40	bottle	70.00	
	Anti-Bacterial Hand Spray with Germ-Kill Properties that is Clinically Proven to Kill 99% of Disease-Causing Bacteria, Size: 100 ml	40	bottle	70.00	



	Isoprophyl Alcohol, 70% solution with moisturizer, prevent skin from drying, kills 99.9% of germs, antiseptic sanitizer, non-sterile solution, 250 ml per bottle	40	bottle	48.00	
	Anti-Bacterial Hand Sanitizer, Non-Greasy, Clinically Proven to Kill 99% of Disease-Causing Bacteria, Size: 30 ml	40	bottle	34.00	
	<p>-----</p> <p>Bidders shall submit their quotation together with all the required documents on or before _____ to the BAC Secretariat.</p> <p>The BAC shall not accept quotations after the deadline.</p> <p><b>SUBMISSION OF BID/OFFER:</b></p> <ol style="list-style-type: none"> <li>1. Valid Business/Mayor's Permit;</li> <li>2. Latest Income/Business Tax Return/Tax Clearance Certificate</li> <li>3. FDA License To Operate (LTO)</li> </ol> <p><i>Non-submission of the above-stated requirements shall automatically disqualify the bid/offer</i></p> <p><b>PRIOR TO ISSUANCE OF NOTICE OF AWARD:</b></p> <ol style="list-style-type: none"> <li>1. Omnibus Sworn Statement; and</li> <li>2. Philgeps Registration Number</li> </ol> <p><b>PURPOSE: Support to Regional Operations in Program Implementation (CDP)</b></p>				

Warranty

Price Validity

After having carefully read and accepted your General Conditions, I/WE quote on the item(s) at prices noted above.

\_\_\_\_\_  
Printed Name/Signature/Date

\_\_\_\_\_  
Tel. No./Cellphone No.