



Republic of the Philippines
City of Tagbilaran
City Hall, Tagbilaran City, 6300 Bohol

REQUEST FOR QUOTATION Procurement of Goods [Supplies for CVRAA 2019]

The City Government of Tagbilaran, through the **Special Education Fund 2019**, intends to apply the sum of **Two Hundred Eighty Seven Thousand Six Hundred Sixty Three Pesos only (Php287,663.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for **Quotation No. 1901-44**. Quotations from suppliers received in excess of the ABC shall be automatically rejected.

The City Government of Tagbilaran now invites suppliers to quote for **100 btls. Alcohol; 1 pc. All Purpose Glue; 15 pcs. Apron; 3 pcs. Ballpen; 8 pcs. Basin - large and OTHERS** for the **Tagbilaran City Schools Division, Tagbilaran City**. Delivery of the Goods is required within **5 Calendar Days** after receipt of Purchase Order. Suppliers should have completed, within 24 months from the date of submission and receipt of quotations, a contract similar to the Project. The description of an eligible supplier is contained in the Bidding Documents, particularly, in Section 11, Instruction to Bidders.

Quotation for Goods will be conducted through open competitive procedures as specified in the Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the "Government Procurement Reform Act".

Quotation for the Goods is open to all interested suppliers, whether local or foreign, subject to the conditions for eligibility provided in the IRR of RA 9184.

Interested suppliers may obtain further information from the City Government of Tagbilaran at the address given below during 8:00 AM - 5:00 PM Monday to Friday only except holidays.

A set of Request for Quotation be purchased by interested Suppliers on **January 30 – February 6, 2019** from the address below and upon payment of a non-refundable fee in the amount of **P150.00**.

Quotations must be delivered to the address below on or before **February 6, 2019 at 5:00 PM**.

Request for Quotations will be opened and the lowest quotation for the goods will be awarded the supply of the goods to be procured at the BAC Office, CEO, Tagbilaran City. Late quotations shall not be accepted.

The City Government of Tagbilaran reserves the right to accept or reject any quotations, to annul the awarding process and to reject all quotations at any time prior to contract award, without thereby incurring any liability to the affected suppliers.


CATHELYN O. TORREMOCHA
BAC Chairman

Company Name: _____
 Address : _____

REQUEST FOR QUOTATION

Please quote your lowest price on the item/s listed below, subject to the General Conditions on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than **February 6, 2019 at 5:00 PM**.


CATHELYN O. TORREMOCHA
 Procurement Officer

- NOTE: 1 ALL ENTRIES MUST BE TYPEWRITTEN IF POSSIBLE
 2 QUOTATIONS WITH ERASURES WILL BE DULY INITIALLED
 3 DELIVERY PERIOD WITHIN **5 Calendar Days** AFTER RECEIPT OF P.O.
 4 WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY
 5 PRICE VALIDITY SHALL BE FOR A PERIOD OF **60 CALENDAR DAYS**
 6 **OMNIBUS STATEMENT, VALID MAYOR'S PERMIT, BIR CERTIFICATE OF REGISTRATION, CURRENT INCOME TAX RETURN, PHILGEPS REGISTRATION NUMBER and DOH-FDA LTO** SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION
 7 SUBJECT TO SUBMISSION OF LEGAL DOCUMENTS FOR THE DETERMINATION OF TECHNICAL, LEGAL, AND FINANCIAL CAPABILITY OF SUPPLIER
 8 SUBJECT TO REVIEW BY THE COMMISSION ON AUDIT AND IF EVER FOUND TO BE OVERPRICED, YOU ARE BOUND TO REFUND THE AMOUNT SAID TO BE EXCESSIVE.

ITEM NO.	ITEM AND DESCRIPTION	BRAND	QTY	UNIT	UNIT Price	TOTAL COST
1	Alcohol		100	btls		
2	All Purpose Glue		1	pc		
3	Apron		15	pcs		
4	Ballpen		3	pcs		
5	Basin - large		8	pcs		
6	Bleaching Liquid		5	ltrs		
7	Bondpaper Short		1	rm		
8	Broom - stick		10	pcs		
9	Cartolina - light green		5	pcs		
10	Cartolina - orange		5	pcs		
11	Cartolina - pink		5	pcs		
12	Casserole - stainless, large		10	pcs		
13	Cellophane Table Cover		20	mtrs		
14	Cling Wrap		1	roll		
15	Dipper		10	pcs		
16	Dishwashing Paste		36	btls		
17	Dishwashing Sponge		16	pcs		
18	Disposable Gloves		1	box		
19	Dust Pan		10	pcs		
20	Eco Bag - large		60	pcs		
21	Fabric Conditioner		5	ltrs		
22	Food Tong		10	pcs		
23	Food Tray Stainless Steel		5	pcs		
24	Garbage Bag - large		45	roll		
25	Garbage Bag - medium		5	roll		
26	Gloves Rubber for Cleaning		10	pcs		
27	Hair Net		22	pcs		
28	Hand Soap		9	btls		
29	Hand Towel		24	pcs		
30	Kawali		3	pcs		
31	Kettle		3	pcs		
32	Kitchen Towel Tissue		40	rolls		

ITEM NO.	ITEM AND DESCRIPTION	BRAND	QTY	UNIT	UNIT Price	TOTAL COST
33	Knife		6	pcs		
34	Laddle		11	pcs		
35	Lunchbox with 3 divisions		400	pcs		
36	Marking Pen		1	pc		
37	Marking Pen Ink		1	btl		
38	Masking Tape 2"		3	rolls		
39	Mounting Tape		3	rolls		
40	Muriatic Acid		10	gals		
41	Net Bags - drainage stopper		20	pcs		
42	Packaging Tape		5	rolls		
43	Pail - big		6	pcs		
44	Peelers		10	pcs		
45	Pentel Pen - broad, blue		3	pcs		
46	Plastic Tray with Holes		6	pcs		
47	Plastic Tray with Holes		2	pcs		
48	Pot Holder		10	pcs		
49	Push Pins		2	boxes		
50	Rags - small, circular		30	pcs		
51	Rami - variety of colors		5	pcs		
52	Sako Bag with zipper - medium		30	pcs		
53	Sako Bag with zipper - small		30	pcs		
54	Paper Bag - bursita		1,000	packs		
55	Scissors		6	pcs		
56	Serving Spoon - stainless steel		20	pcs		
57	Soap Bar		10	bars		
58	Soap Powder		13	kgs		
59	Sponge		1	pc		
60	Staple Wire No. 35		1	box		
61	Stapler with Remover No. 35		1	pc		
62	Steel Wool		5	pcs		
63	Sticker Paper		2	packs		
64	Straw		1	roll		
65	Gloves - plastic		6	boxes		
66	Surgical Mask		4	boxes		
67	Table Cloth		20	mtrs		
68	Table Napkin		1	pack		
69	Tissue		25	pcs		
70	Toilet Brush with Long Handle		5	pcs		
71	Toothpick		2	boxes		
	TOTAL					

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Delivery Period : _____
Warranty : _____
Price Validity : _____

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

Signature Over Printed Name
Tel. No. : _____
Cell No. : _____
Email Add. : _____
Date : _____