



Republic of the Philippines  
Department of Agriculture

**Philippine Center for Postharvest Development and Mechanization**

CLSU Compound, Science City of Muñoz, Nueva Ecija

Telephone Nos. 09178004526(Globe) ; 09178130852 (Globe) loc. 144/142/143/144

Email add.: amp@philmech.gov.ph

**REQUEST FOR QUOTATION**

RFQ No.: 24-01-003

PR No.: 24-01-A-29

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 January 15, 2024

The Philippine Center for Postharvest Development and Mechanization (PHilMech) reserves the right to reject any or all bids/quotations, to refuse to make an award for any item/s due to budget limitation, procurement regulations, or other similar valid causes and to waive any formality not affecting the substance of the bid as the interest of the government may require. It further assumes no responsibility whatsoever to compensate or indemnify suppliers for any expense/s incurred in the preparation of their quotation/s.

Buyer/Canvasser

*RICHELLE ANN L. MOROTA*  
Authorized Official

ITEM NO.	QTY	UNIT	ITEMS/SPECIFICATION		UNIT PRICE	TOTAL PRICE
			Per Request	Offer/Brand/Model		
	5	can	AIR FRESHENER, gel, scented 180g			
	11	can	AIR FRESHENER, 280ml/can			
	313	btL	ALCOHOL, Ethyl, 70%,Antiseptic disinfectant; disinfects without drying skin, 500mL			
	45	pc	BROOM, SOFT, (tambo)			
	63	bundle	BROOM, STICK, (ting-ting)			
	20	pc	BROOM, STICK, tingting with handle			
	1	box	CLEAN ROOM TACKY MATS, Replacable pads by peeling, (30 sheets/mats, 8 mats/box)			
	24	pc	COB WEB BROOM, plastic			
	50	pack	DETERGENT POWDER, 1000g			
	7	unit	DETERGENT POWDER, (10kg, Bucket)			
	6	pack	DETERGENT POWDER, in 3kg/pack			
	177	btL	DISHWASHING LIQUID, 500ml			
	70	pc	DISHWASHING SPONGE, 2 sided: soft sponge and rough wool			
	4	pc	DUST PAN			
	10	pc	FLOOR SCRUB, With long handle; Stiff bristles			
	27	roll	GARBAGE BAG, XXL, black			



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			Per Request	Offer/Brand/Model		
	5	pack	GARBAGE BAG, Black, Medium pack of 100			
	100	pack	GARBAGE BAG, black, 50/pack, large size			
	10	bottle	GLASS CLEANER SPRAY, Mr. Muscle Glass Cleaner 500ml			
	10	pc	GLASS CLEANER WIPER, Window glass wiper; two way multipurpose			
	26	pc	HAND LIQUID SOAP, 250ml, Antibacterial; kills 99.9% of viruses, bacteria and fungi			
	115	pc	HAND TOWEL, 100% cotton; absorbent			
	40	btl	INSECT KILLER SPRAY, 500ml/bt			
	2	gal	LIQUID DETERGENT, in gallon			
	10	btl	LIQUID SOSA, 1 liter			
	20	each	MOP HEAD, 100% RAYON			
	4	btl	MULTI INSECT SPRAY/INSECTICIDE, 500ml/bottle			
	10	pc	MULTI-PURPOSE STORAGE ORGANIZER, Small White (28*13*11.5cm)			
	2	btl	NAPHTHALENE BALL			
	5	pc	PAIL, 16 liters capacity, with cover (30.5 x 31 cm)			
	259	pc	PAPER TOWEL, Interfolded, 150-175 pulls, Z-fold interleave			
	129	pack	PAPER TOWEL, Interfolded, 150-175 pulls, Z-fold interleave ensures only 1 sheet taken per pull, unscented, Made with no artificial whiteners & toxic chemicals, 3pcs per pack			
	3	pack	POWDERED MILK, 1kg			
	105	pc	RUG, Ordinary; Rectangular; for door			
	6	pc	SCRUBBING PAD, with foam			
	50	dozen	SHAMPOO, SACHET			
	2	pc	SOAP RACK			





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ITEM NO.	QTY	UNIT	ITEMS/SPECIFICATION		UNIT PRICE	TOTAL PRICE
			Per Request	Offer/Brand/Model		
	50	pc	SOAP, DETERGENT BAR, 400g			
	2	pack	SOAP, DETERGENT POWDER, 1000g			
	100	btl	SOAP, HAND LIQUID, Anti bacterial, 500ml			
	10	pc	SOAP, HANDSOAP, 90grams			
	14	unit	SPRINKLER, lawn sprinkler; 360deg rotating; With theaded hose connection			
	3	pc	STORAGE BOX, PLASTIC, 20L capacity			
	1	pc	STORAGE BOX, PLASTIC, with lid, with wheels, 120L capacity			
	2	pc	STORAGE BOX, PLASTIC, 40 liters capacity			
	20	box	TISSUE, tissue in a box (For OD only)			
	644	pack	TISSUE PAPER, 12 rolls/pack			
	16	btl	TOILET BOWL CLEANER, 1L			
	11	pc	TOILET BRUSH, long wooden handle, hard bristle cleaning bathroom scrub			
	10	pc	TOILET PUMP			
	2	unit	TORNADO MOP			
	1	pc	TRASH CAN, metal; 11 inches height			
	10	pc	VINYL COIL MAT, 1.2m x 1.0m; Spaghetti Coil; Color: Black			
	15	cont	WATER, DISTILLED, 8L			

Delivery Period \_\_\_\_\_  
 Price validity \_\_\_\_\_  
 Warranty \_\_\_\_\_  
 Terms of Payment \_\_\_\_\_



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**General Conditions**

1. The Approved Budget for the Contract (ABC) is Php 367,298.00
2. Specifications herein provided are the minimum requirements of the PHilMech. Hence a supplier must not offer lower specifications than required.
3. Supplemental information shall be indicated/attached in the price quotation to reflect the complete specifications e.g., brand name, model, pictures/brochures of the offer.
4. Quotation must be inclusive of all costs and applicable government taxes, including delivery charges.
5. Award of the contract shall be made to the lowest complying/responsive bid/offer.
6. Price validity shall be forty five (45) calendar days from the deadline of submission of quotation.
7. For those with ABCs above Fifty Thousand Pesos (PhP50,000.00), suppliers shall submit copies of the following documents in support of their quotation, to wit:
  - 7.1 Current Mayor's/Business Permit
  - 7.2 DTI/SEC Certificate of Registration
  - 7.3 BIR Certificate of Registration
  - 7.4 PhilGEPS Registration Certificate (Platinum) all pages
  - 7.5 Omnibus Sworn Statement
  - 7.6 Income/Business Tax Return
  - 7.7 Professional License/Curriculum Vitae (Consulting Services)
  - 7.8 PCAB License (Infra.)
  - 7.9 Net Financial Contracting Capacity (NFCC)
  - 7.10 Documents required as stated in the Technical Specifications
  - 7.11 Others
8. Supplier shall be responsible for the source/s of its goods/services/equipment, and which shall be in accordance with the schedule and specifications of the RFQ or PO. Failure of the supplier to comply with this provision shall be ground for cancellation of the award or purchase order issued to the supplier.
9. Payment shall be made only upon completion and acceptance by the PHilMech.
10. Supplier warrants that all goods/services/equipment to be provided are of acceptable industry standard.
11. Delivery period shall be indicated in the quotation. A penalty of 1/10 of one percent for every day of delay shall be charged as liquidated damages on the undelivered items/services.
12. Payment shall be made upon inspection and acceptance of delivery subject to prior submission of sales invoice/delivery receipt and other requirements as maybe necessary
12. In conformity with the Direct Payment Scheme via bank debit system, please credit/deposit payment to:

Name of Bank \_\_\_\_\_  
Bank Branch \_\_\_\_\_  
Account Name \_\_\_\_\_  
Account No \_\_\_\_\_



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**REQUEST FOR QUOTATION**

After having carefully read and accepted the General Conditions attached to the Request for Quotation,  
I/We quote you on the item/s at prices indicated above.

\_\_\_\_\_  
Printed name and signature of Authorized Representative

Designation: \_\_\_\_\_

Company Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

~~Phil~~GEPS Registration No.: \_\_\_\_\_

TIN: \_\_\_\_\_

Contact No/s.: \_\_\_\_\_

Email Address: \_\_\_\_\_