	MARIA... MARCOS STATE UNIVERSITY Procurement Division	Document Code	PD-FRM-002	
	Request for Quotation (RFQ) (Goods and Services)	Revision No.	4	Page 1 of 3
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REQUEST FOR QUOTATION (RFQ)

Date: 3/14/2022
 PR No. 2022-03-042 (07308603) LAB. SCHOOLS
 BATAC

Sir/Madam:

Please quote your lowest price on the item/s listed below, and submit your quotation duly signed by you or your duly authorized representative not later than **3 days** subject to the Terms and Conditions provided at the last page of this RFQ.

Delivery period must be at least within 10 days upon receipt of the Notice to Proceed or Purchase Order.

For any clarification, you may email us at bac@mmsu.edu.ph.


 BAC Chair

ITEM	QTY	Unit	ITEM DESCRIPTION	ABC/unit	UNIT PRICE
1	10	can	INSECTICIDE, aerosol type, net content: 600ml min	209.04	
2	20	bottle	ALCOHOL, ethyl, 68%-70%, scented, 500ml (-5ml)	100.00	
3	10	pack	TOILET TISSUE PAPER 2-plys sheets, 150 pulls	131.10	
4	5	roll	TWINE, plastic, one (1) kilo per roll	87.36	
5	20	can	AIR FRESHENER, aerosol, 280ml/150g min	220.00	
6	20	piece	BROOM, soft (tambo)	204.36	
7	20	piece	BROOM, STICK (TING-TING), usable length: 760mm min	27.30	
8	20	bottle	CLEANER, TOILET BOWL AND URINAL, 900ml-1000ml cap	62.40	
9	20	can	CLEANSER, SCOURING POWDER, 350g min./can	35.88	
10	20	bar	DETERGENT BAR, 140 grams as packed	13.55	
11	20	pack	DETERGENT POWDER, all purpose, 1kg	56.15	
12	20	can	DISINFECTANT SPRAY, aerosol type, 400-550 grams	193.44	
13	10	piece	DUST PAN, non-rigid plastic, w/ detachable handle	37.25	
14	20	can	FLOOR WAX, PASTE, RED	464.64	

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MARIA CORDA MARCOS STATE UNIVERSITY
Procurement Division
Request for Quotation (RFQ)
(Goods and Services)

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15	20	can	FURNITURE CLEANER, aerosol type, 300ml min per can	173.30	
16	10	unit	MOP BUCKET, heavy duty, hard plastic	3,432.00	
17	10	piece	MOPHANDLE, heavy duty, aluminum, screw type	218.40	
18	10	piece	MOPHEAD, made of rayon, weight: 400 grams min	185.64	
19	20	bundle	RAGS, all cotton, 32 pieces per kilogram min	80.73	
20	20	pack	SCOURING PAD, made of synthetic nylon, 140 x 220mm	160.68	
21	50	roll	TRASHBAG, plastic, transparent	202.02	
22	20	piece	WASTEBASKET, non-rigid plastic	35.39	

TOTAL ESTIMATED BUDGET: 89,228.05

REMARKS/NOTE: _____

After having carefully read and accepted your Terms and Conditions, I/we submit our quotation/s on the item/s at prices indicated above.

Business Name: _____
 Business Address: _____
 Printed Name of the Owner: _____
 TIN: _____
 PhilGEPS Registration Number: _____
 Business Permit: _____
 Omnibus Sworn Statement: _____
 Annual Income Tax Return: _____


 Signature over Printed Name

 Tel. No./Cellphone No./e-mail address

 Date

Canvassed by: _____

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TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. Bidders may quote for any or all of the items.
3. Bidders shall submit a copy of the following documents along with the Quotation:
 - a. Mayor's/Business Permit
 - b. Notarized Omnibus Sworn Statement (if ABC is more than P 50,000.00)
 - c. Income/Business Tax Return (if ABC is more than P 500,000.00)
4. Price quotation/s, to be denominated in Philippine peso, shall include all taxes, duties and/or levies payable.
5. Quotations exceeding the Approved Budget for the Contract shall be rejected.
6. Award of contract shall be made to the lowest quotation which complies with the minimum technical specifications and other terms and conditions stated herein.
7. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
8. The item/s shall be delivered according to the requirements specified in the Technical Specifications.
9. The University has the right to inspect and/or test the goods to confirm their conformity to the technical specifications.
10. 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.

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