

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
Regional Office III
Government Centre, Maimpis, City of San Fernando (P)

REQUEST FOR QUOTATION

RFQ No. 2024-03-032
PR No. See Annex A
Mode of Proc: NP-SVP

*Company Name: _____
*Company Address: _____
*Contact Person: _____
*Contact No.: _____
*Email Address: _____
*PhilGeps Reg. No.: _____

***REQUIRED.** To avoid bid disqualification,
please fill out all the items accordingly.
Indicate "N/A" if not applicable. Thank you!

***Title of the Project: PURCHASE OF JANITORIAL SUPPLIES FOR THE TWO MONTH USE (APRIL - JUNE) OF CRCFs (AMOR VILLAGE, HAVEN, RRCY, THFW, TLC, RHFG) FOR CY 2024**

Sir/Madam:

Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in **Annex A**. Failure to indicate information could be basis for non-compliance. Also, furnish us with **descriptive brochures, catalogues, literatures and/or samples**, if applicable.

If you are the exclusive manufacturer, distributor or agent in the Philippines for the goods listed **Annex A**, please attach in your quotation, a duly notarized certification to this effect.

Pursuant to Appendix "A" of Annex "H" of the 2016 Revised IRR of Republic Act No. 9184, interested bidders **MUST** submit the following requirements along with their bid.

NP-Small Value Procurement

- Philgeps Registration Number;
- Valid Mayor's Permit;

For methods of procurement requiring Mayor's Permit and Philgeps Registration Number, Updated Certificate of Philgeps Platinum Membership may be submitted in lieu of the said document

- Unnotarized Omnibus Sworn Statement (for ABCs above 50k);

If awarded, kindly submit the notarized Omnibus Sworn Statement within 2 days upon receipt of the Notice of Award.

- Latest Income/Business Tax Return (for ABCs 500k and above);
- Evidence of the offered item/s shall be submitted in the form of manufacturer's sales literature or photos with readable brand, and specifications (**i.e brochure, websites, clear pictures showing the brand, model, and description**), unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. (**This is not applicable for Catering Services**)
- For Advocacy Materials, bidders must submit EVIDENCE such as but not limited to the following, in order to support its quotation:
 - a. Clear and actual copies of sample photo(s) of items being offered with measurements and dimensions;
 - b. Clear and actual copies of sample photo(s) of similar items from previous transactions, contracts or sales;

ELECTRONIC SUBMISSION	https://tinyurl.com/fo3bacsite in case of difficulty accessing the above link, you may access the alternate link: https://bit.ly/fo3bacsite Select the Menu – “ BID SUBMISSION ”
IN PERSON SUBMISSION	Procurement Section, 2/f, New Building, DSWD Regional Office III, Diosdado Macapagal Government Center, Maimpis, City of San Fernando, Pampanga
DEADLINE OF SUBMISSION	1:00 PM March 12, 2024

Quotations submitted to different email address(es) as stated above shall not be considered for evaluation. Bids submitted must be in **pdf format** ONLY **clearly scanned** in a **SINGLE FILE** including supporting documents

Very truly yours,



ADRIAN D. MORALES 
OIC- Procurement Section Chief

Terms and Conditions:

- Award shall be made on per: ☐ Item Basis ☒ Lot Basis
 - No negative feedback/record and or delay of delivery of Service Provider within Three (3) months.
 - Quotation validity shall be: Thirty (30) Calendar Day
 - Good/s/Activity shall be delivered within: See Delivery Schedule
 - Place of Delivery: DSWD FO III Main Building, Matulungin St. DMGC Sacop
 - Terms of Payment: Within Thirty (30) Calendar Days
- Payment through LDDAP-ADA (List of Due and Demandable Accounts Payable-Advise to Debit Account).

Account Name: _____


Account Number: _____

Bank Name: _____

Branch: _____

*Note; Non-Land Bank of the Philippines accounts shall be charged a service fee.

- Liquidated Damages/Penalty: In case of failure to make full delivery within the time specified above, amount of the liquidated damages shall be at least equal to one-tenth of one percent (0.001) of the cost of the unperformed portion for every day of delay. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the Procuring Entity may rescind or terminate the contract, without prejudice to other courses of action and remedies available under the circumstances.
- For goods, please indicate brand, model and country or origin.
- In case of discrepancy between unit cost and total cost, unit cost shall prevail.
- Please indicate Warranty (If applicable): _____
- Alterations: Any interlineations, erasures or overwriting shall be valid only if they are signed by the supplier or any of its duly authorized representative(s).
- NOTE: "Prospective supplier must be registered at the Philippine Government Electronic Procurement System (PhilGEPS). You may visit the PhilGEPS website at www.philgeps.gov.ph and register for free.


NOEL T. LIPATA
PPMU

(Signature over Printed Name)
Supplier

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

NOTE: "Prospective supplier must be registered at the Philippine Government Electornic Procurement System (PhilGEPS). You may visit the PhilGEPS website at www.philgeps.gov.ph to register."

RFQ NO. 2024-03-032
Date:

*Company Name:

*Company Address:

*Contact Person:

*PhilGEPS Reg. No.:

ITEM NO.	QTY.	UNIT	PURCHASER'S SPECIFICATIONS	Statement of Compliance and Bidder's Specifications <small>(Please fill out the detailed specifications in the space provided and/or write "COMPLY" if able to deliver)</small>	UNIT COST	TOTAL COST
	1	LOT	JANITORIAL SUPPLIES			
	48	CAN	AIR FRESHENER, Aerosol type/Spray Mist, 320ml			
	20	BOTTLE	ALCOHOL, ETHYL, 70% solution, 500ml			
	4	GALLON	ALCOHOL, Ethyl, 70% solution, 1 gallon			
	20	GALLON	ALCOHOL, Isopropyl, 70% solution, 1 gallon			
	38	PIECE	BABY OIL, REGULAR, 300ml			
	52	PIECE	BABY POWDER, 500g			
	9	PACK	BAGS, SANDO TYPE, Large, White, 100pcs/pack			
	30	PACK	BATTERY, AA, Alkaline, 1.5Volts, 2 pieces per blister pack			
	22	PACK	BATTERY, AAA, Alkaline, 1.5Volts, 2 pieces per blister pack			
	10	PACK	BATTERY, D, Alkaline, 1.5Volts, 2 pieces per blister pack			
	69	PIECE	BROOM SOFT, TAMBO, Tiger Grass/Arjuna Fiber			
	165	PIECE	BROOM, STICK, TINGTING			
	6	PIECE	AIR FRESHENER, GEL TYPE, 180g			
	65	PIECE	CLEANER, TOILET BOWL, Antibacterial, 900ml			
	10	CAN	CLEANSER, SCOURING POWDER, 500g			
	9	PIECE	BABY COLOGNE, REGULAR, size: 125ml			
	27	PACK	COTTON BALLS, HYPOALLERGENIC, 140-150 balls/pack			
	60	PACK	COTTON BUDS, Plastic Stem, 200pcs/pack			
	185	PIECE	DEODORANT, ROLL-ON, FOR MEN, 45ml - 50ml			
	196	PIECE	DEODORANT, ROLL-ON, FOR WOMEN, 45ml - 50ml			
	35	PIECE	DEODORIZER, TOILET, size: 100g w/ frame/holder			
	1654	BAR	DETERGENT BAR, Jumbo Cut, 120g			
	350	POUCH	DETERGENT POWDER 2.1 to 2.2kg/pouch			
	55	PACK	DIAPERS, XXL size, (15-25 kg), 36pcs/pack			
	50	PACK	DIAPERS, ADULT USE, Unisex, Medium, Waist Size: 32-44 inches, 10pads/pack			
	20	PIECE	DIPPER, PLASTIC, Durable			
	285	BOTTLE	DISHWASHING LIQUID, 475-495ml			
	42	CAN	DISINFECTANT SPRAY, Aerosol type, 510g			
	20	BUNDLE	FABRIC CONDITIONER, Antibacterial, 36-50ml, 6pcs/bundle			
	20	PIECE	GLOVES, CLEANING, Latex/Rubber, Household use, Yellow, Large			
	52	CAN	INSECTICIDE, Multi Insect Killer, Aerosol type, 500ml			
	5	PIECE	MOPHANDLE, Aluminum Handle, Screw Type			
	5	PIECE	MOPHEAD, RAYON, 40 strands/ply, 3ply/strand, Twisted			
	235	PACK	NAPKIN, Cotony Soft Cover, without Wings, 8pads/pack			
	25	PIECE	PAIL, PLASTIC, With Metal Handle, 12 Liters Capacity			
	704	BAR	PURE WHITE BAR SOAP, anti-bacterial, 85-130 grams			
	93	PIECE	SCOURING BALL, STAINLESS STEEL, Regular, 30grams			
	90	PIECE	SCOURING PAD, Size: 75mm x 75mm x 8mm			
	182	PIECE	SCRUB SPONGE, Heavy Duty, Size: atleast 100mm x 75mm x 30mm			
	194	BOTTLE	SHAMPOO, FOR MEN, Size: 320-340ml			

379	BOTTLE	SHAMPOO, FOR WOMEN, Size: atleast 320-340ml			
10	PACK	TOILET BOWL CLEANING STRIP, Stick-on, weight: 10g, 3strips/pack			
34	PACK	TOILET TISSUE PAPER, 2-ply, 600 sheets, 12rolls/pack			
104	PIECE	TOOTHBRUSH, Medium Bristles for adult use			
256	PIECE	TOOTHPASTE, Anti-Cavity, Size: atleast 140-145ml			
50	PACK	TRASHBAG, TEAR-RESISTANT, Biodegradable, Extra-Large, 10pcs/pack			
25	PACK	WIPES, FACIAL/HAND, Alcohol-free, Unscented, No Paraben, 90pcs./pack			
		2ND WEEK OF APRIL 2024			
		DAY 1 - APRIL 10, 2024 - AMOR VILLAGE, TLC			
		DAY 2 - APRIL 11, 2024 - HAVEN, THFW			
		DAY 3 - APRIL 12, 2024 - RRCY, RHFG			
		* Please see attached breakdown per Center *			
		NOTHINGS FOLLOWS			
		Approved Budget for the Contract: PhP 753,981.17			

Please do not leave any blank items.

TOTAL OFFERED QUOTATION / BID

In WORDS: 	In FIGURES:
 	PHP _____

PURPOSE: PURCHASE OF JANITORIAL SUPPLIES FOR THE TWO MONTH USE (APRIL - JUNE) OF CRCS (AMOR VILLAGE, HAVEN, RRCY, THFW, TLC, RHFG) FOR CY 2024

PR No. : 2024-02-168, 2024-02-114, 2024-02-100, 2024-02-012, 2024-02-121, 2024-02-098

IMPORTANT: The winning bidder MUST SIGN the original copy of Purchase Order (P.O) at DSWD-Regional Office III, Procurement Section within 48 hours from its issuance.

FAILURE to show up and sign the original P.O means that the bidder is not interested and will be a ground for suspension or blacklisting in DSWD's future biddings.

Please carefully re-check your bid (i.e. price, technical specifications and delivery date.) DSWD Field Office III implements a "NO MODIFICATION and NO DELIVERY EXTENSION POLICY"


ADRIAN D. MORALES
 OIC - PROCUREMENT SECTION CHIEF

SUPPLIER

BREAKDOWN PER CENTER

ITEMS	UNIT	HAVEN	RRCY	THFW	AMOR	RHFG	TLC		TOTAL
AIR FRESHENER, Aerosol type/Spray Mist, 320ml	CAN	20		10		6	12		48
ALCOHOL, ETHYL, 70% solution, 500ml	BOTTLE					20			20
ALCOHOL, Ethyl, 70% solution, 1 gallon	GALLON						4		4
ALCOHOL, Isopropyl, 70% solution, 1 gallon	GALLON			20					20
BABY OIL, REGULAR, 300ml	PIECE			2	30	6			38
BABY POWDER, 500g	PIECE			2	50				52
BAGS, SANDO TYPE, Large, White, 100pcs/pack	PACK					6	3		9
BATTERY, AA, Alkaline, 1.5Volts, 2 pieces per blister pack	PACK		20			10			30
BATTERY, AAA, Alkaline, 1.5Volts, 2 pieces per blister pack	PACK		10	2		10			22
BATTERY, D, Alkaline, 1.5Volts, 2 pieces per blister pack	PACK					10			10
BROOM SOFT, TAMBO, Tiger Grass/Arjuna Fiber	PIECE	20	25	10		10	4		69
BROOM, STICK, TINGTING	PIECE	20	100	20		10	15		165
AIR FRESHENER, GEL TYPE, 180g	PIECE					6			6
CLEANER, TOILET BOWL, Antibacterial, 900ml	PIECE		20			20	25		65
CLEANSER, SCOURING POWDER, 500g	CAN					10			10
BABY COLOGNE, REGULAR, size: 125ml	PIECE						9		9
COTTON BALLS, HYPOALLERGENIC, 140-150 balls/pack	PACK			3		20	4		27
COTTON BUDS, Plastic Stem, 200pcs/pack	PACK		15	5			40		60
DEODORANT, ROLL-ON, FOR MEN, 45ml - 50ml	PIECE		90		75		20		185
DEODORANT, ROLL-ON, FOR WOMEN, 45ml - 50ml	PIECE	80		25	41	50			196
DEODORIZER, TOILET, size: 100g w/ frame/holder	PIECE			20			15		35
DETERGENT BAR, Jumbo Cut, 120g	BAR	100		207	150	1197			1654
DETERGENT POWDER 2.1 to 2.2kg/pouch	POUCH	90		80	80	30	70		350
DIAPERS, XXL size, (15-25 kg), 36pcs/pack	PACK				50	5			55
DIAPERS, ADULT USE, Unisex, Medium, Waist Size: 32-44 inches, 10pads/pack	PACK				50				50
DIPPER, PLASTIC, Durable	PIECE		20						20
DISHWASHING LIQUID, 475-495ml	BOTTLE	90	20	101		62	12		285
DISINFECTANT SPRAY, Aerosol type, 510g	CAN	20	10				12		42
FABRIC CONDITIONER, Antibacterial, 36-50ml, 6pcs/bundle	BUNDLE						20		20
GLOVES, CLEANING, Latex/Rubber, Household use, Yellow, Large	PIECE		20						20
INSECTICIDE, Multi Insect Killer, Aerosol type, 500ml	CAN	20	10	10			12		52
MOPHANDLE, Aluminum Handle, Screw Type	PIECE			5					5
MOPHEAD, RAYON, 40 strands/ply, 3ply/strand, Twisted	PIECE			5					5
NAPKIN, Cotony Soft Cover, without Wings, 8pads/pack	PACK	150			85				235
PAIL, PLASTIC, With Metal Handle, 12 Liters Capacity	PIECE			25					25
PURE WHITE BAR SOAP, anti-bacterial, 85-130 grams	BAR	120	200		300	60	24		704
SCOURING BALL, STAINLESS STEEL, Regular, 30grams	PIECE		27	30		30	6		93
SCOURING PAD, Size: 75mm x 75mm x 8mm	PIECE	90							90
SCRUB SPONGE, Heavy Duty, Size: atleast 100mm x 75mm x 30mm	PIECE		20	100	50		12		182
SHAMPOO, FOR MEN, Size: 320-340ml	BOTTLE	100	20		74				194

ITEMS	UNIT	HAVEN	RRCY	THFW	AMOR	RHFG	TLC		TOTAL
SHAMPOO, FOR WOMEN, Size: atleast 320-340ml	BOTTLE			88	41	226	24		379
TOILET BOWL CLEANING STRIP, Stick-on, weight: 10g, 3strips/pack	PACK		10						10
TOILET TISSUE PAPER, 2-ply, 600 sheets, 12rolls/pack	PACK			20		6	8		34
TOOTHBRUSH, Medium Bristles for adult use	PIECE	80					24		104
TOOTHPASTE, Anti-Cavity, Size: atleast 140-145ml	PIECE	80			116	60			256
TRASHBAG, TEAR-RESISTANT, Biodegradable, Extra-Large, 10pcs/pack	PACK		10			10	30		50
WIPES, FACIAL/HAND, Alcohol-free, Unscented, No Paraben, 90pcs./pack	PACK			20			5		25