



Republic of the Philippines  
Department of National Defense  
**PHILIPPINE VETERANS AFFAIRS OFFICE**  
Veterans Compound  
Camp General Emilio Aguinaldo, Quezon City

## REQUEST FOR QUOTATION

The Philippine Veterans Affairs Office (PVAO), through its Bids and Awards Committee will undertake a Shopping for the **"Supply and Delivery of Janitorial Supplies"** in accordance with Section 52.1(b) of the 2016 Revised IRR of RA 9184. The details of the project are as follows:

Project Title : Supply and Delivery of Janitorial Supplies  
ABC : Five Hundred Forty-Nine Thousand Nine Hundred Sixty Pesos (P 549,960.00)  
Specifications : See the attached Price Quotation Form (*Annex "A"*)  
Delivery Period : Within fifteen (15) calendar days upon receipt of the Notice to Proceed  
Location : PVAO Compound, Camp Gen. Emilio Aguinaldo, Quezon City

Submission of sealed **Price Quotation** (*using the prescribed form, Annex "A"*) and **Eligibility Documents** is on or before **5:00 PM of 28 September 2021** at the PVAO Bids and Awards Committee Secretariat, 2<sup>nd</sup> Floor Building No. 4 (Procurement Office), Philippine Veterans Affairs Office, Veterans Compound, Camp General Emilio Aguinaldo, Quezon City. Eligibility Documents shall include the following:

- a) Current Mayor's/Business Permit; and
- b) PhilGEPS Registration Number.

Non-submission of eligibility documents shall be automatically rejected at the opening of quotations.

Open submission may be done, manually and electronically thru [procurement.service@pvao.gov.ph](mailto:procurement.service@pvao.gov.ph) and/or thru facsimile no. 8912-4649.

The PVAO reserves the right to accept or reject any offer/quotation, to reject all offer/quotation at any time prior to contract award, to exclude any item or reduce the number of units and corresponding ABC as determined by PVAO and to award the contract to the bidder with the most advantageous offer, without thereby incurring any liability to the interested entities.

For inquiry, you may contact us at tel. no. 8912-4649.

BY THE AUTHORITY OF THE  
PVAO BIDS AND AWARDS COMMITTEE:

  
ENGR. DIOMEDES C. PALOR  
Head, BAC Secretariat

## PRICE QUOTATION FORM

Date: \_\_\_\_\_

The Bids and Awards Committee  
 Philippine Veterans Affairs Office  
 PVAO Compound, Camp General Emilio Aguinaldo,  
 Quezon City

Sir:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation for the **Supply and Delivery of Janitorial Supplies**, as follows:

Item No.	Item Description/Specifications	Qty.	Unit	Unit Price	Amount
1	Mop Handle, Heavy Duty, Aluminum <ul style="list-style-type: none"> <li>▪ With metal mop head clipper (screw type)</li> <li>▪ Length: 1.3 to 1.5m</li> <li>▪ With rubber/plastic cap at the end</li> </ul>	100	pc.		
2	Muriatic Acid (1liter/bottle) <ul style="list-style-type: none"> <li>▪ Technical Grade: 28 to 29% hydrochloric acid concentration</li> </ul>	50	gal.		
3	Disinfectant Spray, Aerosol (≥400g/can) <ul style="list-style-type: none"> <li>▪ Linen Scent</li> </ul>	300	can		
4	Floor Fiber Pad for Polishing/Buffering, 16" dia. <ul style="list-style-type: none"> <li>▪ Color: White or Red</li> <li>▪ Compatible for automatic floor scrubbers</li> </ul>	50	pc.		
5	Floor Fiber Pad for Scrubbing, 16" dia. <ul style="list-style-type: none"> <li>▪ Color: Green or Blue</li> <li>▪ Compatible for automatic floor scrubbers</li> </ul>	50	pc.		
6	Floor Fiber Pad for Stripping, 16" dia. <ul style="list-style-type: none"> <li>▪ Color: Black</li> <li>▪ Compatible for automatic floor scrubbers</li> </ul>	50	pc.		
7	Fabric Softener/Conditioner (≥900ml/bottle)	100	btl.		
8	Soft Broom (Walis Tambo) with Plastic Mold Head <ul style="list-style-type: none"> <li>▪ Pre-trimmed fiber</li> <li>▪ Angled plastic mold head for ergonomic handling</li> <li>▪ Length: 36" (±2")</li> <li>▪ Lightweight plastic coated handle</li> </ul>	100	pc.		
9	Broom Stick (Walis Ting-ting) <ul style="list-style-type: none"> <li>▪ Material: Mature coconut midribs</li> <li>▪ Usable Length: 760mm (±50mm)</li> <li>▪ Rib Count: ≥350pcs.</li> </ul>	150	pc.		
10	Dustpan, Plastic <ul style="list-style-type: none"> <li>▪ Length: 600mm (±50mm)</li> <li>▪ Front Width of Base: ≥260mm</li> <li>▪ Back Width of Base: ≥200mm</li> </ul>	30	pc.		
11	Buffable Emulsion Wax (1gal/bottle)	55	gal.		
12	Hand Gloves, Rubber, Large Size (1pair/pack)	50	pair		
13	Plastic Hand Spray Bottle, 500ml capacity	55	pc.		
14	Cotton Rugs, Round (1kg or at least 30pcs. per bundle)	100	bundle		
15	Glade Air Automatic Freshener Refill (175g/can) <ul style="list-style-type: none"> <li>▪ Lavender &amp; Vanilla Scent</li> </ul>	150	can		
16	Mophead, Universal Cotton, White (≥450g per piece)	100	pc.		

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17	Trash Bag, Plastic, XXL Size (10pcs/pack)	300	pack		
18	Waste Basket without Lid ▪ Capacity: at least 7liters ▪ Material: Plastic	500	pc.		
19	Waste Basket with Swing-type Lid ▪ Capacity: at least 8liters ▪ Material: Plastic	50	pc.		
20	Scrub Sponge for Dishwashing, 100 x 75 x 30mm	300	pc.		
21	Dishwashing Liquid (1gal/bottle)	100	gal.		
22	Knitted Working Gloves ▪ Nitrile or Latex Coated ▪ Size: 10/XL	50	pair		
23	Hand Brush, Plastic, (13-16cm)	30	pc.		
24	Toilet Bowl Pump/Plunger	30	pc.		
25	Flannel Cloth (18 x 11.5in ±1)	100	pc.		
26	Toilet Bowl Brush	30	pc.		
				<b>Total Amount</b>	

**Note:** Partial bid is not allowed. Awarding shall be in a single lot basis.

(Amount in Words) \_\_\_\_\_  
\_\_\_\_\_

The above-quoted price is inclusive of all costs and applicable taxes.

Very truly yours,

\_\_\_\_\_  
SIGNATURE OVER PRINTED NAME  
(Duly Authorized to sign the Bid)

\_\_\_\_\_  
BUSINESS ADDRESS

\_\_\_\_\_  
NAME OF COMPANY

\_\_\_\_\_  
TELEPHONE/FAX NO/EMAIL ADDRESS

Supply and Delivery of Janitorial Supplies