



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 Small Value Procurement for the **“Supply and Delivery of Janitorial Supplies”** in accordance with Section 53.9 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	:	Seven Hundred Thousand Pesos (P 700,000.00)
Specifications	:	See the attached Price Quotation Form ( <i>Annex “A”</i> )
Delivery Period	:	Within fifteen (15) calendar days upon receipt of the Notice to Proceed
Location	:	PVAO Main Office, Camp Gen. Emilio Aguinaldo, Quezon City

Submission of sealed **Price Quotation (using the prescribed form, Annex “A”) and Documentary Requirements** is on or before **5:00 PM of 09 August 2022** 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. Documentary Requirements shall include the following:

- a) Current Mayor’s/Business Permit;
- b) PhilGEPS Registration Number;
- c) Latest Income/Business Tax Returns filed and paid through the BIR Electronic Filing and Payment System (eFPS); and
- d) A duly accomplished Omnibus Sworn Statement in the form prescribed by the 2016 RIRR of RA 9184 with Secretary’s Certificate or Special Power of Attorney as applicable.

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

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	Product Offered
1	Insecticide Aerosol <ul style="list-style-type: none"> <li>▪ At least 600ml content</li> <li>▪ Multi-insect exterminator</li> </ul>	300	Can			
2	Crystallizer Maintainer for Marble Floors <ul style="list-style-type: none"> <li>▪ Content: 5L per Container</li> <li>▪ Made of calcium carbonate reactive inorganic liquid</li> <li>▪ Coverage: 200-300sqm per Liter</li> <li>▪ Specific treatment for marble and terrazzo floors</li> </ul>	20	Btl.			
3	Liquid Floor Wax (Buffable Emulsion Wax), ≥ 1gal content	50	Gal.			
4	Car Shampoo, ≥ 1gal content (Detergent-free) <ul style="list-style-type: none"> <li>▪ pH Balanced/pH Neutral</li> </ul>	30	Gal.			
5	Glass Cleaner, ≥ 1gal content <ul style="list-style-type: none"> <li>▪ Active Ingredient: Benzalkonium Chloride/Surfactant</li> </ul>	50	Gal.			
6	Metal Polish, 150ml/btl.	20	Btl.			
7	Liquid Hand Soap, 1 gal per bottle <ul style="list-style-type: none"> <li>▪ Formulation: Anti-bacterial/Germicidal</li> <li>▪ Should either be from FDA registered brands / manufacturers</li> <li>▪ Should not be in the FDA's list of products with Public Health Warning.</li> </ul>	100	Gal.			
8	Detergent Powder, Scented <ul style="list-style-type: none"> <li>▪ At least 900g per pack</li> </ul>	400	Pack			
9	Fabric Softener/Conditioner <ul style="list-style-type: none"> <li>▪ At least 900ml per bottle</li> </ul>	250	Btl.			
10	Cleanser/Scouring Powder <ul style="list-style-type: none"> <li>▪ At least 350g per cannister</li> <li>▪ Active Ingredient: Sodium Bicarbonate/ Surfactant / Sodium Dichloisocyanurate</li> </ul>	300	Can			
11	Dishwashing Liquid, ≥ 1gal content	150	Gal.			
12	Glade Air Freshener Starter Kit (Automatic Spray) <ul style="list-style-type: none"> <li>▪ Portable, battery operated unit</li> <li>▪ Easy-open latch design for refilling</li> <li>▪ Time setting, and boost button functions</li> <li>▪ At least one 175g refill included as packed</li> </ul>	10	Pc.			
13	Steel Wool (at least 16 pads per ream) <ul style="list-style-type: none"> <li>▪ Net Weight: At least 200g</li> <li>▪ Fine Grade</li> </ul>	200	Ream			

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14	Scrub Sponge for Dishwashing, 100mm x 75mm x 30mm	200	Pc.			
15	Toilet Deodorant Cake (w/ holder), ≥ 50g content	500	Pc.			
16	Microfiber Duster with Handle <ul style="list-style-type: none"> <li>At least 60cm total length</li> </ul>	50	Pc.			
17	Duster Mop with Adjustable Telescopic Handle <ul style="list-style-type: none"> <li>Duster Head: Absorptive cotton with dust grabbing capabilities</li> <li>360-degree rotating, refillable flat head</li> <li>Overall Length: 1.52 Meters (± 0.15)</li> <li>Overall Width: At least 60cm</li> </ul>	10	Pc.			
18	Mop Handle with Metal Clip (1.3 to 1.5m) <ul style="list-style-type: none"> <li>Heavy duty aluminum handle (with rubber/plastic cap at the end)</li> <li>Metal mop head clipper (screw type)</li> </ul>	50	Pc.			
19	Soft Broom ( <i>Walis Tambo</i> ) 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: 36in (±2)</li> <li>Cylindrical plastic coated handle</li> </ul>	150	Pc.			
20	Broom Stick ( <i>Walis Ting-ting</i> ), 760mm (±50) Length <ul style="list-style-type: none"> <li>Material: Mature coconut midribs</li> <li>Rib count: 350pcs (minimum)</li> </ul>	200	Pc.			
21	Utility Pail, (Plastic with Stainless Steel Handle) <ul style="list-style-type: none"> <li>At least 16L capacity</li> </ul>	50	Pc.			
22	Doormat, Knitted Cotton (Handmade) <ul style="list-style-type: none"> <li>Size: 55 x 35cm (± 5)</li> </ul>	100	Pc.			
23	Flannel Cloth (18x11.5in ±1)	150	Pc.			
24	Knitted Working Gloves, Nitrile or Latex Coated, Size 10/XL	200	Pair			
25	Hand Gloves, Rubber (Large Size)	150	Pair			
26	Storage Sack Bag ( <i>Sako</i> ), 50kg Cap. <ul style="list-style-type: none"> <li>Color: White (Plain, no drawings or text)</li> </ul>	500	Pc.			
<b>Total Amount</b>						

**Note:** 1) Partial quotation is not allowed. Awarding shall be in a single lot basis.  
2) Attach brochures/pictures of the product being offered.

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

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

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

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

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

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