**ZAMBOANGA CITY WATER DISTRICT REQUEST QUOTATION FORM**

**SHOPPING (Sec. 52.1(b)]**

Zamboanga City Date prepared : 05/26/21

Tel. No. (062) 991-1556-57 PR No.: 21-0056 Dated: 03/30/2021

Please submit your quotation to the Zamboanga City Water District on or before **2:00 P.M. June 01, 2021**

**SUPPLIER:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**ADDRESS:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

CONTACT NUMBER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| Upon receipt of the Purchase Order, you are requested to deliver the item(s) quoted to the ZCWD Property Section at Pasonanca or to the delivery point specified in the Purchase Order. Penalties may be imposed for delays in the delivery beyond the delivery period and your company may be excluded from participating in future biddings. ***Pls. REFER TO THE ATTACHED ”INSTRUCTION TO BIDDERS”*** *for your guidance.* |
| **ITEM NO.** | **DESCRIPTION/SPECIFICATION** | **QTY** | **UNIT** | **UNIT PRICE** | **BRAND & MODEL OFFERED** |
| **1** | **INSECTICIDE, aerosol type, net content 600ml min** | **95** | **can** |  |  |
| **2** | **ALCOHOL, ethyl, 68%-72%, scented, 500ml (-5ml)** | **60** | **bottle** |  |  |
| **3** | **STAMP PAD INK, purple or violet, 50ml (min)** | **19** | **bottle** |  |  |
| **4** | **NOTE PAD, stick on, 50mm x 76mm (2” x 3”) min** | **71** | **pad** |  |  |
| **5** | **NOTE PAD, stick on, 76mm x 100mm (3” x 4”) min** | **49** | **pad** |  |  |
| **6** | **NOTE PAD, stick on, 76mm x 76mm (3” x 3”) min** | **75** | **pad** |  |  |
| **7** | **PAPER MULTICOPY, 80gsm, size: 210mm x 297mm** | **100** | **reams** |  |  |
| **8** | **PAPER, Multi-Purpose (COPY) Legal, 70 gsm** | **50** | **reams** |  |  |
| **9** | **TOILET TISSUE PAPER 2-ply, 100% recycled** | **150** | **pack** |  |  |
| **10** | **BATTERY, dry cell, AA, 2 pieces per blister pack** | **36** | **pack** |  |  |
| **11** | **BATTERY, dry cell, AAA, 2 pieces per blister pack** | **50** | **pack** |  |  |
| **12** | **GLUE, all purpose, gross weight: 200 grams min** | **18** | **jar**  |  |  |
| **13** | **STAPLE WIRE, standard, (26/6)** | **65** | **box** |  |  |
| **14** | **TAPE, ELECTRICAL, 18mm x 16M min** | **16** | **roll** |  |  |
| **15** | **TAPE, MASKING, width: 24mm (±1mm)**  | **73** | **roll** |  |  |
| **16** | **TAPE, MASKING, width: 48mm (±1mm)** | **54** | **roll** |  |  |
| **17** | **TAPE, PACKAGING, width: 48mm (±1mm)** | **64** | **roll** |  |  |
| **18** | **TAPE, TRANSPARENT, width: 24mm (±1mm)** | **111** | **roll** |  |  |
| **19** | **TAPE, TRANSPARENT, width: 48mm (±1mm)** | **48** | **roll** |  |  |
| **20** | **TWINE, plastic, one (1) kilo per roll** | **13** | **roll** |  |  |
| **21** | **RULER, plastic, 450mm (18”), width: 38mm min** | **6** | **piece** |  |  |
| **22** | **AIR FRESHENER, aerosol, 280ml/150g min** | **90** | **can** |  |  |
| **23** | **BROOM, soft (tambo)** | **53** | **piece** |  |  |
| **24** | **BROOM, STICK (TING-TING), usable length: 760mm min**  | **87** | **piece** |  |  |
| **25** | **CLEANER, TOILET BOWL AND URINAL, 900ml1000ml ca**  | **73** | **bottle** |  |  |
| **26** | **CLEANSER, SCOURING POWDER, 350g min/can** | **60** | **can** |  |  |
| **27** | **DETERGENT BAR, 140 grams as packed**  | **132** | **piece** |  |  |
| **28** | **DETERGENT POWDER, all purpose, 1kg**  | **130** | **pack** |  |  |
| **29** | **DISINFECTANT SPRAY, aerosol type, 400-550 grams** | **100** | **can** |  |  |
| **30** | **RAGS, all cotton, 32 pieces per kilogram min** | **11** | **bundle** |  |  |
| **31** | **TRASHBAG, GPP specs, back, 940mmx1016mm** | **67** | **pack** |  |  |
| **32** | **CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)** | **14** | **box** |  |  |
| **33** | **CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)** | **20** | **box** |  |  |
| **34** | **CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)** | **28** | **box** |  |  |
| **35** | **CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)** | **20** | **box** |  |  |
| **36** | **CORRECTION TAPE, film base type, UL 6m min** | **73** | **box** |  |  |
| **37** | **DATA FILE BOX, made of chipboard, with closed ends** | **30** | **piece** |  |  |
| **38** | **DATA FOLDER, made of chipboard, taglia lock** | **25** | **piece** |  |  |
| **39** | **ENVELOPE, mailing, white, 70gsm**  | **5** | **box** |  |  |
| **40** | **FASTENER, metal, 70mm between prongs** | **50** | **box** |  |  |
| **41** | **FILE ORGANIZER, expanding, plastic, 12 pockets** | **40** | **piece** |  |  |
| **42** | **MAGAZINE FILE BOX, LARGE size, made of chipboard** | **35** | **piece** |  |  |
| **43** | **PAPER CLIP, vinyl/plastic coat, length: 32mm min** | **70** | **box** |  |  |
| **44** | **PAPER CLIP, vinyl/plastic coat, length: 50mm min** | **45** | **box** |  |  |
| **45** | **DATING AND STAMPING MACHINE, heavy duty** | **8** | **piece** |  |  |
| **46** | **SCISSORS, symmetrical, blade length: 65mm min** | **6** | **pair** |  |  |
| **47** | **STAPLER, STANDARD TYPE, load cap: 200 staples min** | **2** | **piece** |  |  |
| **48** | **INK CART, Canon CL-811, Colored** | **10** | **cart** |  |  |
| **49** | **INK CART, Canon PG-810, Black**  | **10** | **cart** |  |  |
| **50** | **INK CART, EPSON C13T664100 (T6641), Black** | **31** | **cart** |  |  |
| **51** | **INK CART, EPSON C13T664200 (T6642), Cyan** | **30** | **cart** |  |  |
| **52** | **INK CART, EPSON C13T664400 (T6644), Yellow** | **30** | **cart** |  |  |
| **53** | **INK CART, HP CN692AA, (HP704), Black –** | **30** | **cart** |  |  |
| **54** | **RIBBON CART, EPSON C13S015632, Black, for LX310**  | **100** | **cart** |  |  |
| **55** | **SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip** | **90** | **piece** |  |  |
| **56** | **SIGN PEN, Blue, liquid/gel ink, 0.5mm needle tip** | **90** | **piece** |  |  |
| **57** | **SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip** | **90** | **piece** |  |  |
|  ***TOTAL CONTRACT PRICE =*** |
| I have the honor to submit our quotation for the above–specified item of which we have on stock except as specified. |

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 **SUPPLIER/REPRESENTATIVE DATED**

 **(Printed Name & Signature)**

**NOTE:**

1. **Register your bids to the BAC Secretariat before dropping the bid in the bidding box.**
2. **Delivery Period: 15 Calendar days upon receipt of P.O./NTP.**
3. **Warranty Period: 3 Months for Expendable supplies after acceptance by the procuring entity.**
4. **Price Validity: 120 C.D.**
5. **If applicable, the BAC may require the bidder to submit un-amended sales literature, brochure, shop drawing or samples. Non-submission of which may be a ground for disqualification. In case the bidder failed to submit the aforementioned requirements, then the product being offered by the winning bidder shall be subjected to inspection pursuant to RA 9184 and its IRR and Government Procurement Manual (GPM Vol. 2) and pertinent COA regulations on technical inspection and acceptance procedures by the procuring entity’s authorized inspectors.**
6. **Payment Terms: NO COD**
7. **All erasure must be initialed to avoid disqualification.**
8. **Delivery Point: Property Section, ZCWD Motorpool, Pasonanca, Z.C.**
9. **Approved Budget Cost (ABC): P 236,542.22**
10. **The bidder is required to submit within 3 calendar days from the date of the bid opening the following requirements: Mayor’s/Business Permit and Philgeps Registration. Failure to submit the required documents within the time frame may be a ground for disqualification. The bidder may also submit these documents together with its Request for Quotation (RFQ).**
11. **In case where an occurrence of a tie among bidders, BAC shall conduct drawing of lots in accordance with GPPB**

**Circular 06-2005 dated August 05, 2005 and Appendix 11 of the 2016 RIRR of R.A. 9184.**

1. **All items must be quoted otherwise the bid shall be incomplete and non-complying.**
2. **For Bidding Results, please call BAC Secretariat at this number 991-1556 local 8127 and look for Aaron Mas a day after the scheduled Bid Opening. You may also send us an e-mail at this address:** **bac@zcwd.gov.ph****. Failure on your part to communicate with us will be taken as a waiver to be informed of the result.**
3. **Open quotations may be submitted, manually or through facsimile or email at the following: Fax nos. (062) 9550754/9927831 or Email Address:** **bac@zcwd.gov.ph**

**15. For NEGOTIATED PROCUREMENT-SMALL VALUE PROCUREMENT requiring Omnibus Sworn Statement, please**

 **submit original copy.**

**REMARKS/ ADDITIONAL INFORMATION \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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Prepared by: Distributed by:

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 **VALERIE GAY Y. GUTIERREZ**

 **CHAIRPERSON**

 **BIDS AND AWARDS COMMITTEE**