



REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF BUDGET AND MANAGEMENT**  
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

**REQUEST FOR QUOTATION**

The Department of Budget and Management (DBM), through its Administrative Service (AS), will undertake a Small Value Procurement for the "Supply and Delivery of Janitorial Supplies," in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

- Name of Project : Supply and Delivery of Janitorial Supplies
- Approved Budget for the Contract : One Hundred Eighty Seven Thousand Pesos (P187,000.00)
- Specifications : See the attached Annex "A" for specifications
- Location : G/F DBM Building III, Gen. Solano St., San Miguel, Manila
- Delivery Date : Within seven (7) calendar days from receipt of the Notice to Proceed

Interested suppliers are required to submit their valid and current Mayor's Permit and PhilGEPS Registration Certificate, and price quotation (Annex "A").

Submission of quotation and eligibility documents is on or before 3:00 p.m. of February 10, 2016 at the Administrative Service, Ground Floor, DBM Bldg. III, Gen. Solano St., San Miguel, Manila. Open submission may be submitted, manually or through facsimile at fax no. 735-4979.

For inquiry, you may contact us at tel. nos. 735-4979 or 791-2000 locals 3107, 3114 & 3115.

Very truly yours,

  
**ATTY. ANDREA CELENE M. MAGTALAS**  
Director, Administrative Service

## PRICE QUOTATION FORM

\_\_\_\_\_  
Date

The Administrative Service  
Department of Budget and Management  
Ground Floor, DBM Bldg. III, Gen. Solano St.,  
San Miguel, Manila

Sir/Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the item/s as follows:

Description and Specifications	Qty	Unit	Unit Price	Total Price
• Floor Stripper (Step-off)	4	gal		
• Floor Sealer (Over & Under)	4	gal		
• Floor Wax (Complete)	8	gal		
• Floor Maintainer (View Quick)	48	gal		
• Disinfectant Cleaner (Forward)	24	gal		
• Furniture Cleaner (Shine-up)	16	gal		
• Toilet Bowl Cleaner (Go Getter)	48	gal		
• Stripping Pad, 16" black	20	pcs		
• Scrubbing Pad, 16" blue	20	pcs		
• Polishing Pad, 16" white	20	pcs		
Total (inclusive of VAT)				

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

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

\_\_\_\_\_  
Name/Signature of Representative

\_\_\_\_\_  
Name of Company

\_\_\_\_\_  
Contact No.