



11 September 2024  
 Date

**REQUEST FOR QUOTATION**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Sir/Madam:

Please quote your lowest net prices, taxes, including Government discount terms, and period of delivery of the following items listed hereunder for the account of the official use of the **Civil Aviation Authority of the Philippines (CAAP), Area Center V**, in connection with the implementation of the **Supply & Delivery Of Various Housekeeping and Cleaning Supplies At Bicol International Airport (For September and October 2024)** project. It is requested that price quotations be submitted in an envelope, duly sealed, **to be opened by our Canvass and Contract Committee (CCC) not later than 2:00 p.m. on 17 September 2024** at the **CAAP's physical address** at the **BAC/CCC Office, Ground Floor, Admin Bldg., Bicol International Airport (BIA), Daraga, Albay.**

ITEM NO.	UNIT	QTY.	DESCRIPTION (LOCATION: BIA, DARAGA, ALBAY)	UNIT PRICE	TOTAL
1.	pc	25	Air Freshener Car Gel 70g		
2.	pc	50	Air Freshener Scented Gel 180g		
3.	bot	30	Air Freshener Spray 320ml		
4.	bot	70	Bleaching Solution 1L		
5.	pc	20	Broom, High Quality Walis Tambo Soft Broom, 3M		
6.	pc	10	Broom, Stick (Tingting)		
7.	pc	30	Chamois (Cloth Wiper), Premium		
8.	pc	30	Cleanser Powder 350g		
9.	bot	24	Declogger (Liquid Sosa) 500ml		
10.	pc	50	Deodorant Cake 100g		





ITEM NO.	UNIT	QTY.	DESCRIPTION (LOCATION: BIA, DARAGA, ALBAY)	UNIT PRICE	TOTAL
<b>Continuation</b>					
11.	pck	40	Detergent Powder 500g		
12.	bot	60	Dishwashing Liquid 475ml		
13.	pck	24	Dishwashing Sponge 3's, Heavy Duty		
14.	bot	24	Disinfectant Spray 340g		
15.	pc	10	Doormat Cloth (Ordinary), 58cm x 38cm		
16.	pc	10	Doormat Rubberized, 58cm x 38cm		
17.	bot	30	Fabric Conditioner 900ml		
18.	bot	48	Floor Tile Cleaner 500ml		
19.	bot	20	Furniture Cleaner 330ml		
20.	bot	48	Glass Cleaner Spray 500ml		
21.	pc	4	Industrial Window Glass Wiper Heavy Duty,		
22.	pc	10	Hand Brush, Big		
23.	pr	50	Hand Gloves (Cloth), Heavy Duty		
24.	pr	20	Hand Gloves (Rubber), Heavy Duty		
25.	bot	12	Insecticide/Multi Insect Killer, aerosol type 500ml		
26.	pc	4	Mop Handle		
27.	pc	40	Mop Head (Spin), refill		
28.	pc	30	Mop Head, Cotton		





ITEM NO.	UNIT	QTY.	DESCRIPTION (LOCATION: BIA, DARAGA, ALBAY)	UNIT PRICE	TOTAL
<b>Continuation</b>					
29.	pc	10	Spin Mop (Tornado Mop), Big Size, Heavy Duty		
30.	bot	50	Muriatic Acid, 1L		
31.	bundle	50	Rags, all cotton,		
32.	pck	20	Scouring Pad 3's, Heavy Duty		
33.	box	50	Toilet Bowl Cleaning Strip 10g 3's		
34.	bot	70	Toilet Bowl/Urinal Cleaner 500ml.		
35.	box	20	Disposable Nitrile Hand Gloves, Large/XL		
36.	pc	10	Dust Pan, Heavy Duty		
37.	pc	4	Metal Polish, 150ml		
38.	pc	4	WD-40, 500ml		
<b>TOTAL AMOUNT OF QUOTATION</b>					
<b>-x-x- nothing follows -x-x-</b>					

**Quotations not accompanied by Current Mayor's/Business Permit, Phil-GEPS Registration Number, and Brochures/pictures indicating brand name, manufacturer's name, and description of the housekeeping and cleaning supplies, except for the broom stick (tingting), doormat cloth, and rags shall be automatically disqualified.** Your prices must be quoted in Philippine Peso and must include the unit price and total price, inclusive of all taxes to be paid and other incidental cost to the delivery site if the contract is awarded.

Quotations will be opened in the presence of the Bidders' representatives who choose to attend at the address below.

Quotations must be delivered to the **Civil Aviation Authority of the Philippines, Area Center V** at its physical address at the **BAC/CCC Office, Ground Floor Admin Bldg., Bicol International Airport, Daraga, Albay not later than 2:00 p.m. on 17 September 2024.**







**Online submission is not allowed and late quotations shall not be accepted.** All quotations together with the required documents should be placed in a **sealed envelope** marked **Supply And Delivery Of Various Housekeeping and Cleaning Supplies At Bicol International Airport (For September and October 2024).**

**TERMS OF REFERENCE**

Name of Project	Supply And Delivery Of Various Housekeeping and Cleaning Supplies At Bicol International Airport (For September and October 2024)
Approved Budget	Two Hundred Eighty-Four Thousand Five Hundred Ten Pesos (Php 284,510.00),
Delivery Period	Fifteen (15) calendar days.
Delivery Location/s	Supply Office, Ground Floor Admin Bldg., Bicol International Airport, Daraga, Albay
Delivery Conditions	<ol style="list-style-type: none"> <li>1. Acceptance of delivery shall be made from 8:00 A.M to 5:00 P.M only during regular working days.</li> <li>2. The CAAP-BIA Inspection Committee shall have right to inspect and/or test the goods delivered to check their conformity to the technical specifications.</li> <li>3. In case of failure to make the full delivery within the prescribed delivery period, a penalty of one-tenth (1/10) of one (1) percent shall be imposed per day of delay.</li> </ol>
Terms of Payment	Payment upon full delivery and subject to usual government accounting rules and regulations

Very truly yours,

  
**EPIFANIO O. PRINIA, JR.**  
 Chairperson, Canvass and Contract Committee



**EPIFANIO O. PRINIA, JR.**

Chairperson, Canvass and Contract Committee  
 Civil Aviation Authority of the Philippines  
 Bicol International Airport  
 Daraga, Albay

Sir:


In connection with the above Request for Quotation, I/We propose to furnish deliver in conformity with specification of the articles in which I/We quoted, and insofar as controlled items are concerned, the price quotation I/We have made in accordance with those approved by the Price Control Council.

\_\_\_\_\_  
 Signature Over Printed Name of Dealer/Supplier

-----

TO WHOM IT MAY CONCERN:

This is to certify that I have personally served this Request for Quotation for the **Supply And Delivery Of Various Housekeeping and Cleaning Supplies At Bicol International Airport (For September and October 2024)** project to the above-named dealer/supplier in accordance with the existing regulations.

  
 LINDA MARIE D. OGENA  
 \_\_\_\_\_  
 Canvasser