



PMO-NEGROS ORIENTAL/SIQUIJOR REQUEST FOR QUOTATION

The Philippine Ports Authority, Port Management Office of Negros Oriental/Siquijor, through its Bids and Awards Committee (BAC), invites suppliers/dealers to submit price quotation of the following:

	Item and Description	Qty.	Unit	Unit Cost	Approved Budget for the Contract
	Procurement of Janitorial Supplies for the 3rd Quarter of CY 2025 for PMO NOS Use				Php 133,894.00
1	Air Freshener	30	Can	150.00	
2	Trash bag XXL, Black, XO-Biodegradable, with tie for easy wrap-up	240	RI	120.00	
3	Trash bag, Medium	160	RI	35.00	
4	Jumbo Roll Towel Tissue 12S 250m, 2-ply	144	RI	121.00	
5	Liquid hand Soap, Bubble gum scent	80	Gal	236.00	
6	Gloves, Rubber, Large, Thick/good quality	36	Pc	138.00	
7	Fabric Conditioner, - Gentle Comfort scent	40	Gal	375.00	
8	Detergent bar	24	pc	28.00	
9	Detergent, 1 kilo	26	kg	125.00	
10	Dustpan, Large, Good quality	12	Pc	225.00	
11	Broom, Good quality	12	Pc	475.00	
12	Trash Bag, Transparent XXL, XO Biodegradable, translucent	240	RI	110.00	
	X-X-X-X-X				

*Inclusive of 12% VAT

Procurement will be conducted in consonance with Section 52.1.b (Shopping) of the 2016 Revised Implementing Rules and Regulations (IRR) of the Republic Act 9184, otherwise known as the "Government Procurement Reform Act". Partial bids are allowed and only sealed quotation from eligible supplier/s will be opened, and a Purchase Order will only be awarded per item to the Lowest Calculated and Responsive Quotation.



Quotation must be submitted in a **sealed envelope** together with the following documents:

- a) Valid and Current Mayor's Permit, and
- b) Valid PhilGEPS Registration.

The sealed envelope shall be addressed to:

MARY LOUISE C. MACALINO
Chairperson
Bids and Awards Committee
Philippine Ports Authority, PMO-Negros Oriental/Siquijor
Port Area, Looc, Dumaguete City

Deadline of Submission of Sealed Quotation : August 26, 2025, on or before 09:00 a.m.
Opening of Sealed Quotation : August 26, 2025, at 10:00 a.m.

Interested suppliers may obtain further information regarding **RFQ Form and Technical Specifications** from Procurement Unit, Administrative Division at Telephone Number (035) 527-2079 local 103 during office hours.


MARY LOUISE C. MACALINO
Chairperson
Bids and Awards Committee

☐

INTERESTED

☐

NOT INTERESTED

Company Name : _____
Authorized Representative : _____
Signature : _____
Telephone/Contact No. : _____
Date Signed : _____

PHILIPPINE PORTS AUTHORITY
Administrative Section

REQUEST FOR PRICE QUOTATION

Date : 8/20/2025
Quotation No. :

Company Name
Address & Tel. No.
TIN
VAT/NON-VAT

Please quote your lowest price on the item/s listed below, subject to the General Conditions indicated below, stating the shortest time of delivery, and submit your quotation duly signed by your authorized representative not later than 10 calendar days. The total Approved Budget for the Contract (ABC) for this procurement is **One Hundred Thirty-Three Thousand Eight Hundred Ninety-Four Pesos Only (133,894.00)** all applicable government taxes.


MARY LOUISE C. MACALINO
BAC Chairperson

- NOTE
1. All entries must be typewritten.
 2. Delivery period must be within thirty (20) calendar days from receipt of Purchase Order.
 3. Price validity must be within thirty (30) calendar days.
 4. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for equipment, from date of acceptance by procuring entity.
 5. Attach brochures and/or operating manual of the product being offered and the supplier must be able to demonstrate operation of the machine upon request.
 6. Terms of payment is within fifteen (15) days from delivery and acceptance of goods.
 7. Submission on the following:
 - a) Valid Mayor's Permit
 - b) Valid PhilGEPS Registration

Item #	QTY	UNIT	ITEM & DESCRIPTION	UNIT COST	AMOUNT
1	30	cans	Air Freshener		
2	240	rolls	Trash bag XXL, Black, XO-Biodegradable, with tie for easy wrap-up		
3	160	rolls	Trash bag Medium		
4	144	rolls	Jumbo Roll Towel Tissue 12s 250m 2ply		
5	80	gal	Liquid Hand Soap, Bubblegum scent		
6	36	pcs	Gloves, rubber, Large, Thick/good quality		
7	40	gals	Fabric Conditioner, - Gentle Comfort Scent		
8	24	bars	Detergent bar		
9	26	kls	Detergent Powder		
10	12	pcs	Dustpan, Large, Good quality		
11	12	pcs	Broom, good quality		
12	240	rolls	Trash bag Xtrash Bag Transparent, XXL, XO-Biodegradable, Translucent XL, with tie for easy wrap-up		

After having carefully read and accepted your General Condition, I/WE quote you on the item/s at prices indicated above.

Printed Name and Signature

Position

Telephone No.