

Republic of the Philippines
City Government of Cagayan de Oro
BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION

Project Name: Supply and Delivery of Water Jug (Jumbo), 12 Liters and Other Items; PR No. 26-1717 dated April 23, 2026
Method of Procurement: 8. Sec. 34 Small Value Procurement

Date : **June 2, 2026**
Quotation No. : **0351-26**

Company Name

Address

Please quote your best lowest price on the item/s listed below, subject to the Terms and Conditions on this page and submit/return this Request for Quotation (RFQ) duly filled-out and signed by your authorized representative not later than **2:00 PM of June 5, 2026**.

By Authority of the BAC:


ATTY. JOEFFREY D. NAMALATA

City General Services Officer

Terms and Conditions:

1. Delivery Period shall be within **30** calendar days.
2. Warranty shall be for a period of Three (3) months for supplies & materials; one (1) year for equipment, from the date of acceptance by the procuring entity.
3. Price Validity shall be for a period of Ninety (90) calendar days.
4. The following shall be attached upon submission of the quotation:
 - 1) PhilGEPS Registration Number
 - 2) Current and valid Mayor's/Business Permit
 - 3) Brochures of the product being offered for equipment/ vehicles/electronic devices/ appliances
 - 4) Omnibus Sworn Statement (duly notarized), for Approved Budget for the Contract (ABC) above fifty thousand pesos (P50,000.00).

Item No.	ITEM & DESCRIPTION	BRAND & MODEL	QTY	UNIT	UNIT PRICE
1	Water Jug (Jumbo), 12 Liters - Durable plastic water jug; capacity 12 liters;		1860	pc	
2	Yellow disposable trash bag (medium) - infectious waste 22 x24"		1810	roll	
3	Sando bags (Plastic) - size L (50pcs./pack) - size L (50pcs./pack)		1810	pack	
Total Amount in Words and Figures					

PhilGeps Registration Number : _____

After having carefully read and accepted your Terms and Conditions, I/we quoted you on the item/s at price/s quoted above.

Printed Name / Signature

Tel. No. / Cellphone No. / E-mail Address

Date