

**PRIVATIZATION AND MANAGEMENT OFFICE**104 Gamboa St., Legaspi Village, Makati City  
www.pmo.gov.ph**REQUEST FOR QUOTATION (RFQ)**DATE SEPT. 7, 2022

Gentlemen/Ladies:

Please quote your lowest price(s) on the item(s) for the **General Cleaning of Cistern Tanks and Overhead Tank in Mile Long Complex** with an Approved Budget for the Contract (ABC) of **Three Hundred Sixty-Eight Thousand Pesos (Php368,000.00)**. Submit your quotation to the authorized canvasser of this office, through fax at **8817-6661** or thru email at **mmnatividad@pmo.gov.ph**, on or before SEPT. 15, 2022, **12:00PM**. Bids received beyond the deadline for submission will not be considered.

The contract/purchase order will be awarded to the qualified bidder/supplier/service provider whose proposal is the lowest and most responsive to the requirements of the Privatization and Management Office (PMO) and has no pending report/deliverables to PMO. Bids in excess of the ABC and with non-compliant or incomplete documentary requirements submitted shall automatically be disqualified.

The PMO is in no way bound to accept the lowest price quotation or any proposal which is not advantageous to the government. Further, PMO reserves the right to accept or reject any or all price quotations/proposals at any time prior to contract award/purchase order without thereby incurring any liability to the affected bidder(s)/supplier(s)/service provider(s).

Please submit the following documentary requirements together with your quotation or proposal.

1. Certified photocopy of Mayor's/Business Permit
2. Certified photocopy of PhilGEPS Registration Number  
(Certificate of Platinum Membership may be submitted in lieu of documents 1 and 2 above.)
3. Signed Omnibus Sworn Statement (OSS)  
(Original Copy of Notarized OSS to be submitted if awarded the contract.)

Thank you.

Very truly yours,

**A C BERNADETTE M. DUCUSIN**  
End User - MDI

## QUOTATION

DATE:

Dear (Name of End-User);

We are pleased to submit our quotation/proposal for the procurement of **General Cleaning of Cistern Tanks and Overhead Tank in Mile Long Complex** with Reference No. PMO-22- 99.

**ABC: Three Hundred Sixty-Eight Thousand Pesos (Php368,000.00)**

**MODE OF PROCUREMENT: Alternative Method - Small Value Procurement**

ITEM NO.	QTY	UNIT	ARTICLES	BRAND	UNIT PRICE	TOTAL
	1	Cistern Tank	For general cleaning of cistern tank located at Mile Long Bldg.			
	1	Cistern Tank & Overhead Tank	For general cleaning of cistern tank and overhead tank located at Makati Creekside Bldg.			
	1	Cistern Tank	For general cleaning of cistern tank located at Gallery Bldg.			
	1	Cistern Tank	For general cleaning of cistern tank located at Sunvar Bldg.			
	4	Cistern Tank	Laboratory Water Analysis for the 4 Cistern Tanks at MLC			
			<b>Scope of Works:</b>			
			1. Completely drain water from the cistern tank with the use of submersible pump;			
			2. Wash and clean the cistern area with pressurized motor pump and brushed fully so the silts and dirt be removed from the wall surface and floorings;			
			3. Collect and dispose properly the accumulated silts and dirt;			
			4. Flushing of the cleaned area;			
			5. Drain the remaining water before disinfecting and apply the necessary and safe chemical solution inside cistern area;			
			6. Refilling of the cistern tank from the main source from MWCI water pipeline.			

			<b>Schedule of General Cleaning:</b>			
			a. Mile Long Bldg. - September 2022			
			b. Creekside Bldg. - October 2022			
			c. Sunvar Bldg. - September 2022			
			d. Gallery Bldg. - October 2022			
				<b>TOTAL AMOUNT</b>		<b>₱</b>

**Amount in Words:**

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**TERMS AND CONDITIONS:**

1. Delivery Period: please see RFQ
2. Validity of Price Quotation: Thirty (30) calendar days from date of submission of quotation
3. Warranty Period: Not Applicable
4. Terms of Payment: Within 15-30 calendar days from receipt of billing and complete supporting documents.

We are also submitting herewith the following documentary requirements:

1. Certified photocopy of Mayor's/Business Permit
2. Certified photocopy of PhilGEPS Registration Number  
(Certificate of Platinum Membership may be submitted in lieu of documents 1 and 2 above.)
3. Signed Omnibus Sworn Statement (OSS)  
(Original Copy of Notarized OSS to be submitted if awarded the contract.)

Respectfully yours,

Signature: \_\_\_\_\_

Name of Supplier: \_\_\_\_\_

Designation: \_\_\_\_\_

Company Name: \_\_\_\_\_

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