



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 12763320
Procuring Entity CITY OF TABACO, ALBAY
Title Supply & Delivery of Various Janitorial Supplies for GSO Use
Area of Delivery Albay

Solicitation Number:	PR 0021	Status	Active
Trade Agreement:	Implementing Rules and Regulations	Associated Components	2
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	1
Category:	General Merchandise	Date Published	09/02/2026
Approved Budget for the Contract:	PHP 372,035.00	Last Updated / Time	09/02/2026 00:00 AM
Delivery Period:		Closing Date / Time	12/02/2026 09:00 AM
Client Agency:			
Contact Person:	William B. Balayo City Legal Officer/ BAC Chairman Tabaco City Hall Tabaco City Albay Philippines 4511 63-52-4875063 bactabaco2025@gmail.com		

Description

Supply & Delivery of Various Janitorial Supplies for GSO Use
 Requested by: GSO

The City Government of Tabaco through its Bids and Awards Committee (BAC), intends to procure "Supply & Delivery of Various Janitorial Supplies for GSO Use" with an Approved Budget for the Contract (ABC) amounting to Three Hundred Seventy Two Thousand, Thirty-Five Pesos (Php 372,035.00) through Section 34 Small Value Procurement of the Implementing Rules and Regulations of RA No. 12009.

Please quote your best offer for the items described herein, subject to compliance with the Terms and Conditions provided in this Request for Quotation. Submit your duly signed quotation not later than 9:00AM of February 12, 2026 at the following address:

Atty. William B. Balayo, CPA
 Chairman, Bids & Awards Committee
 LGU-Tabaco City-BAC Office,
 3rd Flr. Annex Building, Tabaco City Hall, Tabaco City

Interested supplier/service provider shall submit the following applicable documentary requirements together with their Price Quotation:

(1) PhilGEPS Registration Number

- (2) Valid Mayor's/Business Permit¹
- (3) BIR Certificate of Registration²

The winning bidder, upon receipt of the Notice of Award or before the issuance of Purchase Order, shall likewise submit a Notarized Omnibus Sworn Statement, and if applicable, Original Notarized Secretary's Certificate in case of Corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the bidder.

Place your proposal in a sealed envelope and indicate the following details on the face of the envelope: Company Name & Address, PhilGEPS Reference No./RFQ No., and Closing Date and Time. PLEASE NOTE THAT WE DO NOT ACCEPT BID PROPOSAL/QUOTATION SUBMITTED THROUGH E-MAIL.

The Head of the Procuring Entity (HoPE) of the City Government of Tabaco reserves the right to reject any and all quotations, declare a failure of procurement, or not award the contract in accordance with Section 70 of the IRR of RA 12009.

For any clarification, you may contact us at telephone no. 487-5063 or 487-5796 or email address bactabaco2025@gmail.com

DANIEL C. CONFESOR
Chief BAC Secretariat

¹In case of recently expired Mayor's Permit, it shall be accepted together with its official receipt as proof that the bidder has applied for renewal within the period prescribed by the concerned local government unit, provided that the renewed permit shall be submitted after award of contract but before payment in accordance with item 6.2 of GPPB Resolution No. 09-2020.

²The line of business in the BIR Certificate of Registration and Mayor's Permit must be at least similar or related to the project/items being procured.

Created by William B. Balayo

Date Created 05/02/2026

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