



**REQUEST FOR QUOTATION (RFQ)  
RFQ-STR-15-006**

**Janitorial Services**

1. The Housing and Land Use Regulatory Board-Southern Tagalog Region hereby requests you to submit price quotation for the supply and delivery of **Janitorial Services**:

Description :

Two (2) Janitors. Schedule of duty is from 8:00 AM to 5:00 PM, Monday to Saturday

Approved Budget : Php 328,000.00

Period Covered : January 1, 2016 to December 31, 2016

2. It is the intent of the Purchaser to evaluate the bid/quotation for each item separately, and award will be made to the quotation or combination of quotations resulting in the overall lowest cost. Quotations for one or more or all items will be considered. Contract Award will be made to the lowest evaluated quotation(s) meeting purchases' technical specifications.
3. Quotations must be delivered at the address below not later than 5:00 PM on December 10, 2015.
4. Your price must be quoted in Philippine Peso and must include the total price, inclusive of all taxes to be paid and other incidental cost to the delivery site if the contract is awarded.
5. All quotations may be typewritten and may be placed in a sealed envelope marked as **"RFQ-STR-15-006 – Janitorial Services"**
6. Area of Delivery:  
**HLURB-STR, Dencris Business Center, Brgy. Halang, Calamba City,  
Laguna**
7. The Housing and Land Use Regulatory Board – Southern Tagalog Region Field Office reserves the right to accept or reject any quotation, and to annul the shopping process or reject all quotations at any time prior to contract award, without thereby incurring liability to the affected bidder/bidders. The purchaser (HLURB-STR) reserves the right to waive minor deviations/defects or infirmities therein. A minor deviation or infirmity is one that does not affect the overall performance and functionality of the equipment and the capability of the supplier to perform the contract.
8. Contact:  
LEOVINO A. DALANGIN  
Chief Administrative Officer-STR  
(049) 502-97-51/52

Original signed

**ATTY. MARIA PERPETUA AQUINO**  
BAC Chairperson, HLURB-STR