



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 4618217  
**Procuring Entity** DEPARTMENT OF BUDGET AND MANAGEMENT - REGIONAL OFFICE IV-A  
**Title** Janitorial Services  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b>	2017-DBMROIVA-GOODSGSS-001	<b>Status</b>	Active
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	1
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods - General Support Services	<b>Document Request List</b>	1
<b>Category:</b>	Janitorial Services	<b>Date Published</b>	28-Jun-2017
<b>Approved Budget for the Contract:</b>	PHP 483,000.00	<b>Last Updated / Time</b>	28-Jun-2017 00:00 AM
<b>Delivery Period:</b>	1 Year/s	<b>Closing Date / Time</b>	03-Jul-2017 17:00 PM
<b>Client Agency:</b>			
<b>Contact Person:</b>	Ella Loraine D. Obra Budget and Management Specialist I 2nd Flr. PLJ Bldg., 755 Gen. Salano St., Manila Metro Manila Philippines 1005 63-2-7361285  eobra@dbm.gov.ph		

#### Description

Contract period: July 1, 2017 to June 30, 2018

To provide 2 janitorial attendants for the daily upkeep & maintenance of the Office wherein maintenance operations will be performed in 2 shifts from 7am-4pm and from 9am-6pm Monday to Saturday

Daily maintenance work shall include sweeping, mopping, waxing and polishing of floors; disposal of trash; wiping of windows, tables & chairs; and all other office furniture & equipment; washing all areas of the comfort rooms and applying fresheners and disinfectants

To perform miscellaneous services whenever required such as moving of office furniture, equipment & supplies; and assisting/attending to the needs of the staff during meetings, seminars, etc.

To provide the necessary equipment and supplies that would be needed in the daily maintenance work of the janitors such as floor polisher, Vacuum, floor wax, etc.

**Created by** Ella Loraine D. Obra

**Date Created** 27-Jun-2017

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