

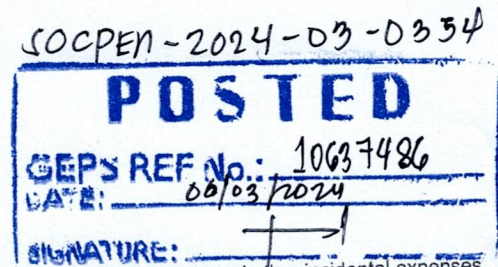
REQUEST FOR QUOTATION

Section 52.1b - Shopping

RFQ NO. 03-0354  
DATE: 6-Mar-2024

COMPANY NAME :  
COMPANY ADDRESS :  
CONTACT PERSON :  
CONTACT NO. :  
COMPANY TIN :

Sir/Madam:



Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in **Annex A**. Failure to indicate **TECHNICAL SPECIFICATIONS** could be basis for non-compliance. Also, furnish us with the descriptive brochures, catalogues, literatures and/or samples, if applicable.

If you are the exclusive manufacturer, distributor or agent in the Philippines for the goods listed in Annex A please attach in your quotation a duly notarized certification to this effect.

Please submit this form together with Annex A to **DSWD FO IX BAC OFFICE** on or before

**11 MAR 2024 @ 05:00 PM**

Very truly yours,

ROLANDO V. CUEVA

Regional Procurement Officer

Terms and Conditions:

<b>PURPOSE</b>	:	Office supplies for Social pension
<b>PR NUMBER</b>	:	2024-03-0354
1. Award shall be made on per	:	<input type="checkbox"/> Item Basis <input checked="" type="checkbox"/> Lot Basis
2. Quotation validity	:	30 CALENDAR DAYS FROM BID OPENING
3. Goods shall be delivered on	:	10 CALENDAR DAYS UPON RECEIPT OF NTP
4. Delivery Area	:	DSWD FO IX ZAMBOANGA CITY
5. Terms of payment	:	W/ IN 60 CALENDAR DAYS AFTER DELIVERY
6. Liquidated Damages/Penalty	:	1/10 of 1% of undelivered portion x No. of days of delay
7. In case of discrepancy between unit cost and total cost, unit cost shall prevail.	:	
8. Warranty	:	N/A
9. Performance Security	:	N/A

(signature over printed name)

Supplier

PHILGEPS NO.: \_\_\_\_\_

PHILGEPS EXPIRY: \_\_\_\_\_



Section 52.1b - Shopping

ANNEX A: RFQ  
RFO NO. : 03-0354  
DATE : 2024-03-06

COMPANY NAME :  
COMPANY ADDRESS :  
CONTACT PERSON :  
CONTACT NO. :

PURCHASER'S SPECIFICATIONS			TOTAL ABC		BIDDERS SPECIFICATIONS		UNIT COST	TOTAL COST
ITEM NO.	QTY.	UNIT						
1	2	Pcs	Luggage trolley hard case 20 inches					
	20	Pack	Special paper 10 sheets per pack A4 size pale cream color					
	60	Pcs	Plastic mega box high impact 120L					
	10	Bix	Envelope expanding kraftboard garter legal brown					
	15	Pcs	Loose leaf cover legal chipboard 50pcs per bundle					
	120	pcs	BT608BK genuine brother ink black					
	45	pcs	BT5000Y genuine brother ink yellow					
	45	pcs	BT5000C genuine brother ink cyan					
	45	pcs	BT5000M genuine brother ink Magenta					
	200	pcs	Sign pen 0.5mm point tip black					
	100	pcs	Sign pen 0.5mm point tip blue					
	400	pcs	Ballpen 0.7mm ballpoint click black					
	200	pcs	Ballpen 0.7mm ballpoint click blue					
	250	Ream	Paper multi copy legal 520					
	580	Pcs	Scissors stainless steel sharp					
	100	pcs	Correction tape 10m					
	10	pcs	Record book 200pages					
	1060	pcs	Record book 300 pages					
	60	Box	Clip backfold 25mm					
	60	Pad	Clip backfold 50mm					
	100	Unit	Stick on note 5 in 1 color fluorescent pad 5x25 sheet (arrow sign here)					
	10	Box	Tape dispenser table top					
	50	Box	Paper clip vinyl plastic coated 33mm					
	50	Box	Paper clip vinyl plastic coated 33mm					
	50	Box	Rubber band no. 16 50gram					
	50	Pad	Note pad stick on 3x3					
			XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX					
			307,600.00					

PURPOSE : Office supplies for Social Pension  
PR. NO. : 2024-03-0354

  
JERIC ATIGA  
CANVASSER

DOCUMENTS REQUIRED DURING RFQ OPENING:  
1. Mayor's Permit  
2. Philgeps Registration Number

(SIGNATURE OVER PRINTED NAME)  
SUPPLIER