

REQUEST FOR QUOTATION

Stopping

RFQ NO.

2025-02-10-66

DATE:

11-Feb-2025

JAU - 2025 - 02 - 066

POSTED

GEPS REF No

SIGNATURE:

Sir/Madam:

COMPANY NAME
COMPANY ADDRESS
CONTACT PERSON
CONTACT NO.
COMPANY TIN

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

2/17/04 @ 5:00 pm

Very truly yours

Regional Procurement Officer

Terms and Conditions:

PURPOSE

OFFICE SUPPLIES TO BE USED BY THE IAU IN DAILY OPERATIONS

FOR CY 2025

PR NUMBER

2025-02-10-66

1. Award shall be made on per

3. Goods shall be delivered on

Item Basis

√ Lot Basis

2. Quotation validity

30 CALENDAR DAYS FROM BID OPENING

z. Quotation validity

20 calendar days upon receipt of approved PO

4. Delivery Area

DSWD FO IX

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





COMPANY NAME

COMPANY ADRESS CONTACT PERSON

CONTACT NO.

ANNEX A: RFQ

RFQ NO. :

2025-02-10-66

DATE :

2025-02-11

EM NO.	QTY.	UNIT	PURCHASER'S SPECIFICATIONS	TOTAL ABC	BIDDER'S SPECIFICATIONS	UNIT COST	TOTAL COST
	V						
1	2	piece	Adjustable Table Hanging Bag Hook; Punch-Free; WHITE; aluminum alloy; adjustable at least 2.65 inches				
2	1	unit	Wireless Presenter Remote Clicker Laser Pointer (Compatible for MAC OS); Rechargeable; at least 90 days battery life; with magnetic receiver USB+Type C; laser distance of at least 200m; at least 50 meters remote control; usb charging; at least 2.4GHz; With Warranty				
3	2,	gal	70% Ethyl Alcohol; 1 Gallon; with mild fragrance				
4	1	unit	Rechargeable Circulator Fan with Night Light; white/ Wooden design; Usage duration at least 80hrs; tilted up to 90 degrees horizontal and vertically oscillation; Charging and full charge indicators; at least 3-fan speed; With warranty				
5	3	box	BLUE SIGN PEN RETRACTABLE; V5 RT 0.5mm (Extra-Fine) Roller Ball (12pcs/box)				
6	10	ream	Bondpaper A4; at least substance 20				
7	15	pcs	200 Sheets Color Transparent Fluorescent Sticky Note Flags Tabs; 18.75x75Mm				
8	10	pcs	50 Sheets Colored and Writeable Index Tabs Sticky Notes; Size: 5x9 cm				
9	3	pcs	Mechanical Pencil; H-325 0.5 Pencil; durable; Color Black or Clear		-		
10	10	pcs	Lead Refill; 0.5 HB				
.11	12	box	Facial Tissue Largebox ; at least 2Ply 250 Pulls				
12	7	pack	Correction Tape CT-04 5mmx6m; 3pcs in 1 pack				
13	10	packs	WIPES (100% natural WITH ALOE VERA and Vitamin E; Paraben-free, Alcohol-free, and Chlorine-free; at least 80 sheets); with at least 2 years expiry date				
14	6	bottle	Authentic Young Living Pure Essential Oil 15ml(2pcs Peppermint, 2pcs Lemon, 2pcs Lavander) for YL Diffuser				
15	l	unit	Extension Cord Set with Individual Switch 6-Gang; Surge (lightning) protection; Built in safety breaker; Flame retardant; at least 93% Copper; All Universal socket; at least 1.83 meters cord length.				
16	2	pcs	Adaptor (1 Universal Socket Adapter and 1 4-Gang Adapter with Swing Type Plug 10A); Insides are made of copper; durable and highly conductive; Maintain their grip on the plugs even after thousands of use		•		
17	1	piece	Magnetic Labeling Tape ; at least 10meters Length; at least 25mm width				

18	⊊ 1	unit	Scissors (Stainless); heavy duty; at least 8 inches	
19 I unit		unit	USB-C 6-in-1 Multimedia Hub; original & with brand warrantty; compatible for Mac OS; LAN port, USB-C Power Delivery, SD Card Reader, 2 USB-A Port, HDMI port	
20 1 unit		unit	Calculator, 14-Digit Calculator, Extra Large Display, Function Command Signs, 3-Digit Comma Markers, Solar & Battery Power Source, Grey/Black; Metal Faceplate; Size at least 176 × 109 × 21 mm	
21	21 1 unit water resistant, Bluetooth 5.3, atleast 12 playtime; Pro Open-Ear 10thGen Bot Conduction Headphones; black; standard size; Dual Noise-Canceling Microph with mobile app in App Store; Premium type; with at least 2 years warranty ca		Wireless headphones with USB-C Charging Cable and Carrying Case; at IP55 water resistant, Bluetooth 5.3, atleast 12 playtime; Pro Open-Ear 10thGen Bone Conduction Headphones; black; standard size; Dual Noise-Canceling Microphone; with mobile app in App Store; Premium type; with at least 2 years warranty card	
22	1	unit	Digital Wall Clocks LED; Large Display; Wall-mounted Multi-functional with Temperature, Date, Calendar; at least 10inches; dual power supply (battery and usb plug in); durable	
23	23 1 pc Ethyl Alcohol Spray at least 330ml; 70% Ethyl; with mild fragran		Ethyl Alcohol Spray at least 330ml; 70% Ethyl; with mild fragrance	
24 4 pc Authentic DCP-T720DW Ink		рс	Authentic DCP-T720DW Ink- Black	
25	3	рс	Authentic DCP-T720DW Ink-Blue	
26	3	рс	Authentic DCP-T720DW Ink-Red	
27	2	рс	Authentic DCP-T720DW Ink- Yellow	
28	2	pack	L Folder Clear Transparent Plastice (100pcs/pack)	
29 5 pc Expandable Clipboard Long With C and upper clips)		рс	Expandable Clipboard Long With Cover (Black, Plastic, Durable, 2 metal clips- side and upper clips)	
30 1 pc HANDHELD CUTTER; Small; Sta		рс	HANDHELD CUTTER; Small; Stainless Case; 9x80mm	
31	2	tube	Cutter Blade/Spare Blade Refill (Small); at least 10 pcs per tube	
32	2	рс	Trodat 7011 Refill Ink for Stamp Pads (Black); original; at least 28ml	
33	33 pc Energy-Saving Screw-In Bulb E27 Screw Cap 18W; White		Energy-Saving Screw-In Bulb E27 Screw Cap 18W; White	
34	1	unit	Automatic Drinking Water Pump Portable USB Wireless Electric; Rechargeable; 1200 mAh lithium battery; can pump about 8-10 barrels of water continuously; with charging cable	
35	1	unit	Glasstop Dual Motor Smart Standing Desk with drawer; table top: at least 120x60cm; at least 100kg capacity with anti-collision; Height range at 71.5-121.5cm; at least 30mm/s adjustment speed; at least 3 USB charging ports at least 1 USB C; bluetooth controllability; with wireless charging dock; at least 2	
36 I unit Durable Folding Chair lifetime; Color black; Steel frane; Mad High-Density Polyethylene (HDPE); with local supplier warran		Durable Folding Chair lifetime; Color black; Steel frane; Made of UV-Protected High-Density Polyethylene (HDPE); with local supplier warranty		
37	37 2 pack Adhesive Wall Hook Reusable Non-Slip Non-marking Heavy Duty (10pcs/pa		Adhesive Wall Hook Reusable Non-Slip Non-marking Heavy Duty (10pcs/pack)	
38	Organizer Rack Kitchen Pull Out with Sliding Organizers Shelves; black gray made of carbon steel 2 layers; at least 45cm x 35.5cm x 26 cm; Color white		Organizer Rack Kitchen Pull Out with Sliding Organizers Shelves; black gray; made of carbon steel 2 layers; at least 45cm x 35.5cm x 26 cm; Color white	
39	3 pc Tape Transparent; 1inch; at least 100m		Tape Transparent; 1inch; at least 100m	
40	5	рс	3x3 400 Sheets Sticky Notes Pad	
41	5	ream	Bondpaper Long; at least substance 20	

104,344.78

42	10 3	pack	Rechargeable BATTERY; AAA, original; (same brand with the charger); 4pcs per pack; at least 800mAh; Up to 5 years Battery Life; Charges up to 1000 cycles
43	3	pack	Rechargeable BATTERY; AA, original; (same brand with the charger); 4pcs per pack; at least 2000mAh; Up to 5 years Battery Life; Charges up to 1000 cycles
44	1	pc	Smart Battery Charger AA Ni-Mh With 4 Slots (same brand with the battery); LCD Display showing charging process; Built-in inligent MCU control inligent power-off function; With overcharge and high temperature protection function; With AC power cord
45	1	pc	Single Hole Puncher 3MM; Stainless Steel; Heavy duty
46-	-	-gal	-7 0% Ethyl Alcohol; 4 Gallon; with mild fragrance ▶
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PURPOSE

Office supplies to be used by the IAU in daily operations for CY 2025

PR. NO.

2025-62-00-64

DOCUMENT/S REQUIRED DURING RFQ OPENING:

1. Mayor's Permit

2. Philgeps Registration Number

(SIGNATURE OVER PRINTED NAME)

SUPPLIER

CANVASSER

DSWD Field Office IX , General Vicente Alvarez Street, Zamboanga City, Philippines 7000 Website: http://www.dswd.gov.ph/fo9@dswd.gov.ph Tel Nos.:(062) 991-6030/991-6056 Telefax: (062)993-0652

