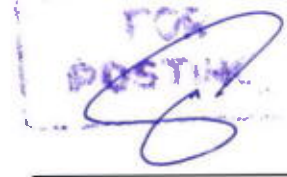




Kaagapay ng Komunidad sa Maginhawang Pamamahayag




Standard Form Number: SF-GOOD-60
 Revised on: January 08, 2018
 Standard Form Title: Request For Quotation

Company Name: _____
 Address: _____
 PhilGEPS Reg. No. _____

Date: _____
 Quotation No.: 2023112800856

Please quote your lowest price on the item/s listed below, subject to the General Conditions, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than _____, 2023.


 JUSANNE V. SALVADOR
 SUPPLY OFFICER II
 JUSANSALVADOR@YAHOO.COM
 Tel/Fax No.: (02) 8817-3168

General Conditions:

1. All entries must be typewritten/accurate/readable.
 2. Delivery period must be within seven (7) calendar days only.
 3. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for equipment, from the date of acceptance by the Procuring Entity.
 4. Price validity must be within thirty (30) calendar days.
 5. Bidders must submit Certificate of PhilGEPS registration, updated Business Permit/Mayor's Permit, Notarized Omnibus Sworn Statement (for ABC's above 50k), and Income or Business Tax Return for ABC's above 500k.
 6. Bidders shall submit original brochures showing specifications of product being offered.
 7. All bid proposals must be VAT inclusive.
- (FAILURE TO DO SO WILL MEAN DISQUALIFICATION OF YOUR BID PROPOSAL.)**

Item No.	Item and Description	QTY	Approved Budget (In Php)	BID Price
A-000-004	Ballpen. Black-Black. ballpoint. gel ink. high quality	500	5,000.00	
A-000-005	Ballpen. Blue-Blue. ballpoint. gel ink. high quality	200	2,000.00	
A-000-011	Battery AA-dry cell, 1.5volts. alkaline, no mercury and cadmium added. for use in high drain devices. 2 pieces per blister pack	100	4,000.00	
A-000-024	Clip Backfold 2"-all metal. clamping length: 50mm. clamping depth: 25mm. thickness metal: 0.33mm, 12 pieces per box	60	3,900.00	
A-000-025	Clip Backfold 1 1/4"-all metal. clamping length: 32mm. clamping depth: 14mm. thickness metal: 0.30mm, 12 pieces per box	60	2,100.00	
A-000-026	Clip Backfold 1 5/8"-all metal, 12 pieces per box	60	3,000.00	
A-000-036	Continuous Form 2PLY-carbonless, size: 280mm x 241mm. plain. material: chemically coated plain white bond or equivalent. carbonless with crimping and with side perforations. shall have sprocket feed holes in both the left-hand and right-hand margins. grammage: 55, thickness: 0.062, 1,000 sets per box	10	16,000.00	
A-000-043	Correction Tape-disposable. dispensing mechanism: gear type. dispensing system: single line type. with mechanism for adjustment/ rewinding. tape: type: film based. usable length: 8 meters. width: 5mm. color: white opaque. individual packaging	200	4,000.00	
A-000-046	Cutter (Cutting Knife)-general purpose snap off blade cutter/ utility knife. with anti-slip grip plastic molded body. blade measurements: length: 100mm. width: 16mm. thickness: 0.40mm. with built-in blade snapper. with stainless steel blade sliding track. with safety screw locking mechanism, individual packaging	20	1,400.00	
A-000-063	Envelope Expanding Kraft-smooth surface. size: 380mm x 250mm. expansion: 50mm, thickness: 0.38mm. with string and	6	12,000.00	

	eyelet or elastic strap. 100 pieces per box			
A-000-064	Envelope Expanding Plastic-material: polypropylene plastic. secure heat-sealed joints. with elastic strap. size: 380mm x 260mm. thickness: 0.50mm. expansion: 30mm	100	6,000.00	
A-000-070	Fastener-metal. non-sharp edges. for paper. able to hold 25mm thick of multipurpose paper. 70mm between prongs. with prongs forming an integral part of the base. 50 sets per box	50	2,000.00	
A-000-073	Folder Tagboard Legal-material: tagboard/ carrier/ foldcote/ cupstock board. leaf dimension: 240mm x 365mm. tab: 13mm. scoring: 20mm from edge to folder. the folder shall be smooth-finished and non-blot on both sides using a permanent marker. grammage-308gsm. thickness: 0.35mm. color: brown. 100 pieces per pack	10	8,000.00	
A-000-077	Folder Pressboard-material: heavy duty paper board. size: 369mm x 242mm. thickness: 0.40mm. basis weight: 312gsm. accordion pleat gusset: latex paper/ PVC bookbinder/ book cloth/ paper cloth. expansion: 39mm. color: green 100 pieces per box	10	30,000.00	
A-000-077	Folder Pressboard-material: heavy duty paper board. size: 369mm x 242mm. thickness: 0.40mm. basis weight: 312gsm. accordion pleat gusset: latex paper/ PVC bookbinder/ book cloth/ paper cloth. expansion: 39mm. color: blue. 100 pieces per box	2	6,000.00	
A-000-093	Loose Leaf-for legal size document. capable of filing minimum of 45mm thickness of multipurpose paper. dimension: W-216mm L-355mm. material: chipboard. machine pressed. thickness of chipboard: 1.5mm. cover for top flap: leatherette paper. with pre-punched holes for fastener (70mm between prongs). 50 sets per bundle	10	24,000.00	
A-000-099	Marker. Fluorescent-barrel: flat. tip: chisel point. material and structure: the barrel and the cap shall be made of plastic and cap shall fit snugly or firmly to the barrel. quality: legibility of highlighted word - fluorescent markers shall highlight a line. word or words. the highlighted text when reproduced thru fax. scanner and photocopier shall be legible. cap-off time: 45mins. 3sets per pack	30	1,350.00	
A-000-100	Marker. Whiteboard Black-tip: felt. bullet type. primary erasability - there shall be no trace of erased marking on the surface of whiteboard. cap-off time: 45mins	120	2,400.00	
A-000-103	Marker. Permanent Black-tip: felt. bullet type. point: medium. drying performance: there shall be no signs of offsetting when one sheet of paper is place on top of specimen for one minute	96	1,440.00	
A-000-104	Masking Tape 1"-usable length: 50meters. adhesion strenght: 8.5N/ 24mm. breaking strenght: 65N/24mm	60	5,100.00	
A-000-105	Masking Tape 2"-2"	60	9,600.00	
A-000-119	Paste. Jar-with applicator. 200grams	24	1,200.00	
A-000-120	Glue-all-purpose. gross weight: 200grams. with tapered applicator attached to the cap	24	2,400.00	
A-000-125	Parchment Paper. A4-multipurpose. size: 210mm x 297mm. basis weight: 80gsm. fine translucent. suitable for inkjet and laser printing. 100 sheets per box	10	3,000.00	
A-000-129	Push Pin-flat head. 100pcs per case	10	550.00	
A-000-132	Paper Sticker. A4 size-Matte. 10pieces per pack	5	300.00	
A-000-134	Record Book 500 pages-paper stock shall be white bond. non-blot. basis weight: 55gsm. thickness: 0.07mm. size: 205mm x 265mm. machine pre-numbered pages. cover: material - laminated chipboard. thickness: 1mm. size: 214mm x 278mm. number of writing lines: 37. durable smythe sewn binding. allows both side writing	40	14,000.00	
A-000-152	Sign Pen Black-Type: liquid or gel. tip: 0.5mm. needle type. with non-slip rubber grip. with metal clip	240	8,400.00	
A-000-153	Sign Pen Blue-Type: liquid or gel. tip: 0.5mm. needle type. with non-slip rubber grip. with metal clip	240	8,400.00	

A-000-155	Staple Wire Standard-5000 wires per box, made of steel wire coated with zinc, copper or any equivalent anti-corrosion material	100	3,000.00	
A-000-161	Staple Remover-material: metal	10	500.00	
A-000-162	Tissue Paper-2ply, weight: 28gsm, 100% recycled pulp, 150 pull per roll, paper shall be Elementary Chlorine Free (ECF), 12 rolls per pack	50	6,000.00	
A-000-215	Marker, Permanent Blue-tip: felt, bullet type, point: medium, drying performance: there shall be no signs of offsetting when one sheet of paper is placed on top of specimen for one minute	60	2,400.00	
A-000-220	Calculator 12-Digit-LCD Display, capacity: 12 digits, two-way power source (solar and cell)	10	3,500.00	
	Place of Delivery: 8737 BDO PLAZA PASEO DE ROXAS MAKATI CITY Delivery Term: FOB Destination Term of Payment: 15 working days upon complete delivery		202,940.00	

Brand and Model: _____
Delivery Period: _____
Warranty: _____
Price Validity: _____
Payee's Name & TIN: _____

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.

 Printed Name / Signature

 Tel. No. / Cellphone No

 E-mail Address

 Date