



Republic of the Philippines
Province of Pampanga
Bids and Awards Committee
Provincial Capitol, City of San Fernando, (P) / (045) 435-5901

MAR 25 2024

RFQ No. **240294**

P.R. No. / Date / End User / Purpose:

(24-1222 3/13/2024 PDRRMO To be used for Post Disaster Needs Assessment Training on May 6 to 10, 2024, Basic GIS Training for DRRM Officers on May 8 to 10, 2024 and May 22 to 24, 2024 and Rapid Earthquake Damage Assessment System Advance Training on September 9 to 14, 2024)

REQUEST FOR QUOTATION

Shopping

Company Name: _____
Address: _____
Tel. No.: _____

Please quote your lowest price for the requirements listed hereunder subject to the Terms and Conditions stated below and submit to this Office duly signed by you or your representative not later than **4:00 p.m. APR 02 2024**

APPROVED BUDGET FOR
THE CONTRACT (ABC):
PhP 72,961.00

FRANCIS V. MASLOG
VICE-CHAIRPERSON *Francis*
Bids and Awards Committee

TERMS AND CONDITIONS

- All quotations may be typewritten or handwritten, placed in a sealed envelope.
- All quotations shall be valid for one hundred twenty (120) calendar days from the deadline of the submission of the same.
- Any erasures or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative.
- Interested suppliers are required to submit their valid current Mayor's Permit, PhilGEPs Registration Number upon submission of quotation. In lieu of Mayor's Permit and PhilGEPs Registration Number, the PhilGEPs Certificate of Platinum Membership maybe submitted. For new businesses, submit the BIR Certificate of Registration and latest quarterly return or percentage tax.
- The applicable rate for late deliveries is one tenth (1/10) of one percent (1%) of the cost of the unperformed portion for everyday of delay.
- The Provincial Government of Pampanga reserves the right to accept or reject any quotation, and to annul the procurement process and reject all quotations at any time prior to contract award, without thereby incurring any liability to the affected supplier/s.
- The PGP also reserves the right to waive any required formality in the proposals received, and select the proposal which it determine to be the most advantageous to the government.

Item No.	Qty	Unit	Item Description	Unit Price	Total Price
1	2	packs	Cartolina, white color, 20's/pack		
2	5	pieces	Correction Tape, 8 meters		
3	11	reams	Bond Paper, A4, 500 sheets/ream, 70 gsm		
4	8	reams	Bond Paper, letter, 500 sheets/ream, 70 gsm		
5	12	reams	Bond Paper, legal, 500 sheets/ream, 70 gsm		
6	15	packs	Paper, Special, white, A4, 10 pcs/pack,180 gsm		
7	15	packs	Paper, Special, white, letter, 10 pcs/pack,180 gsm		
8	10	packs	Paper, Special, white, long, 10 pcs/pack,180 gsm		
9	1	piece	Pencil Sharpener, manual, single cutter head		
10	6	boxes	Pencil, lead/graphite w/ eraser, one (1) dozen/box		
11	2	boxes	Rubber Band, small, 50grams		
12	4	pieces	Sign pen, red, liquid or gel		
13	2	rolls	Tape, Double Sided 18" x 13"mm		

Francis

	Unit	Item Description	Unit Price	Total Price
14	4	rolls	Duct Tape, 48mm x 10m, color gray	
15	4	rolls	Tape, Masking, 48 mm	
16	2	rolls	Tape, packaging, (2"), 48mm, 50 meters length	
17	4	rolls	Tape, transparent, 48mm	
18	3	pieces	Tray, in and out, 3 layers	
19	45	pieces	Certificate Jacket/ Holder, A4	
20	75	pieces	ID Badge with Lace (10x8cm)	
21	43	pieces	Clear Transparent Acrylic Desk Stand Name Plate (Toblerone), Double Sided 3" x 8"	
22	3	pieces	HDMI Cable 2.0, 1.5 meters	
23	5	bottles	Ink, Printer, Black, Epson 003, 70ml	
24	5	bottles	Ink, Printer, Yellow, Epson 003, 70ml	
25	5	bottles	Ink, Printer, Cyan, Epson 003, 70ml	
26	5	bottles	Ink, Printer, Magenta, Epson 003, 70ml	
27	1	piece	Cartridge IM C2500 Toner Black 313g	
28	2	pieces	External Hard Drive 2TB, HDD, USB 3.0	
29	2	pieces	Extension cord, 20m, heavy duty	
30	2	pieces	Extension cord, 5m, heavy duty	
31	1	pack	Facial tissue, 100's/pack	
32	1	bottle	Hand sanitizer, 1 liter	
33	9	packs	Trashbag, black, 37" x 40", XXL, 10pcs./pack Terms of Reference: 1. Brand/Model/Type of the item/s being offered must be indicated in the quotation except items no. 1 and 22. 2. The procuring entity reserves the right to conduct product testing/inspection if necessary to determine the fitness of the item/s being offered by prospective supplier/s. 3. With service facility in the locality for after sales service After Sales Service: 1. Defective items discovered within seven (7) days from date of delivery must be replaced within 24 hours upon notification by the end user. 2. Ink expiration must be at least 18 months from the date of the delivery. Schedule of Requirements: > Delivery within ten (10) days upon receipt of PO/NOA	
			Total Lot Price	

THE BIDS AWARDS COMMITTEE:

Having carefully read and accepted your Terms and Conditions, including the technical specifications, I/We offer to supply/deliver the item/s as noted above.

Supplier's authorized representative signature over printed name
Designation: _____
Contact No.: _____
Email Address.: _____

BAC CANVASSER

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