



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

MAY 24 2024

RFQ No. **240493**

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

(24-2034 5/14/2024 PDRRMO Request for common supplies to be used for 3rd Pampanga First Aid and Basic Life Support Olympics on July 2024 at BZGCC Brgy. Lourdes, CSFP)

24-2037 5/14/2024 PDRRMO Request for common supplies to be used for SK DRRM Forum: Orientation on the Roles of Sangguniang Kabataan Officials in Disaster Risk Reduction and Climate Change Adaptation and Mitigation Towards Nation Building on July 2024 at BZGCC Brgy. Lourdes, CSFP.

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. MAY: 28 2024**

APPROVED BUDGET FOR
THE CONTRACT (ABC):
PhP 82,159.00

FRANCIS V. MASLOG
VICE-CHAIRPERSON
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 may be 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
			PR No. 24-2034		
1	20	pieces	Battery, Size C.		
2	20	pieces	Battery, AA		
3	10	pieces	Battery, AAA		
4	2	bottles	Ink Bottle, Epson 003 Black, 70ml		
5	2	bottles	Ink Bottle, Epson 003 Yellow, 70ml		
6	2	bottles	Ink Bottle, Epson 003 Cyan, 70ml		
7	2	bottles	Ink Bottle, Epson 003 Magenta, 70ml		
8	70	packs	Paper, Special, White, Letter, 10pcs/pack, 180gsm		
9	30	pieces	Envelope, Expanding, Brown, Long		
10	3	reams	Bond Paper, A4, 500 sheets/ream, 70 gsm		
11	3	reams	Bond Paper, Legal, 500 sheets/ream, 70 gsm		
12	2	boxes	Binder Clip, 1 1/4 inch size, 12 pcs./box		

No.	Qty	Unit	Item Description	Unit Price	Total Price
13	2	boxes	Blinder Clip, 2 inches size, 12 pcs./box		
14	10	pieces	Clipboard with Cover, black, legal/long		
15	2	pieces	Container, Plastic Storage, Clear/White, 155L		
16	15	pieces	Correction Tape, 8 meters		
17	10	pieces	Pencil Eraser		
18	10	packs	Trashbag, black, 37", x40", XXL, 10 pcs/pack		
19	20	pieces	Marker, Permanent, Broad, Black		
20	10	pieces	Marker, Permanent, Broad, Blue		
21	10	pieces	Marker, Permanent, Broad, Red		
22	20	pieces	Marker, White Board, Broad, Black		
23	10	pieces	Marker, White Board, Broad, Blue		
24	10	pieces	Marker, White Board, Broad, Red		
25	10	packs	Paper, Sticker, A4, Matte, 10 pcs/pack		
26	17	pieces	Pen, sign pen, black, 0.5		
27	2	boxes	Pencil, lead/graphite w/ eraser, one (1) dozen/box		
28	5	pairs	Scissors, Heavy Duty, 8 inches		
29	2	pieces	Stapler with remover		
30	10	rolls	Tape, Masking, (2"), 48mm		
31	10	rolls	Tape, packaging, (2"), 48mm, 50 meters length		
32	10	rolls	Tape, transparent, (2"), 48mm, 50 meters length		
33	2	rolls	Tape, Double sided, 1 inch		
34	1	box	Laminating Film, A4 size, 250 microns, 100sheets/ box		
35	3	rolls	Duct tape, orange, 2"		
36	3	rolls	Duct tape, blue, 2"		
37	3	rolls	Duct tape, gray, 2"		
38	1	piece	USB Flash Drive, 16gb capacity		
39	5	rolls	Twine, plastic		
			PR No. 24-2037		
1	150	packs	Paper, Special, White, A4, 10 pcs/pack, 180 gsm		
2	10	packs	Paper, Color bond paper, letter, assorted		
3	50	packs	Paper, Sticker, A4, Matte, 10 pcs/pack		
4	3	bottles	Ink, Printer, Black, Epson 001, 127ml		
5	3	bottles	Ink, Printer, Yellow, Epson 001, 70ml		
6	3	bottles	Ink, Printer, Cyan, Epson 001, 70ml		
7	3	bottles	Ink, Printer, Magenta, Epson 001, 70ml		
8	3	bottles	Ink Bottle, Epson 003 Black, 70ml		
9	3	bottles	Ink Bottle, Epson 003 Cyan, 70ml		
10	3	bottles	Ink Bottle, Epson 003 Magenta, 70ml		
11	3	bottles	Ink Bottle, Epson 003 Yellow, 70ml		
12	5	reams	Bond Paper, A4, 500 sheets/ream, 70 gsm		
13	5	reams	Bond Paper, legal, 500 sheets/ream, 70 gsm		
14	5	reams	Bond Paper, letter, 500 sheets/ream, 70 gsm		
15	25	pieces	White Board large (46x61cm)		

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		Unit	Item Description	Unit Price	Total Price
16	50	pieces	Marker, White Board, Broad, Black		
17	25	pieces	White board Eraser (small)		
18	50	pieces	Ballpen, ordinary, 0.7 mm, black		
19	2	packs	Folder with tab, A4, 100pcs/pack		
20	5	packs	Folder with tab, legal, 100pcs/pack		
			Terms of Reference: 1. 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. 2. With service facility in the locality for after sales service After Sales Service: 1. Replacement of defective items 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: 1. 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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