



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

JUN 21 2024

RFQ No. 240601

P.R. No. / Date / End User / Purpose:
(24-3359 6/6/2024 PDRRMO Common supplies to be used for The Search for the Most Disaster Resilient LGUs in Pampanga through the DREAM Markers)

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. JUN 25 2024

APPROVED BUDGET FOR
THE CONTRACT (ABC):
Php 96,044.00

FRANCIS V. MASLOG
VICE-CHAIRPERSON *Pam*
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
1	2	units	External Hard Drive, 1TB, HDD, USB 3.0		
2	5	pieces	USB Flash Drive, 128gb capacity		
3	50	pieces	Sign pen, black, 0.6		

Item No.	Unit	Item Description	Unit Price	Total Price
4	15 pieces	Pen, Sign pen, V10 grip		
5	10 pieces	Certificate Frame, A3		
6	10 packs	Paper, Special, white, A4, 10 pcs/pack, 180 gsm		
7	5 bottles	Ink, Printer, Black, Epson 001, 127ml		
8	5 bottles	Ink, Printer, Yellow, Epson 001, 70ml		
9	5 bottles	Ink, Printer, Cyan, Epson 001, 70ml		
10	5 bottles	Ink, Printer, Magenta, Epson 001, 70ml		
11	5 bottles	Ink Bottle, Epson 003 Black, 70ml		
12	5 bottles	Ink Bottle, Epson 003 Cyan, 70ml		
13	5 bottles	Ink Bottle, Epson 003 Magenta, 70ml		
14	5 bottles	Ink Bottle, Epson 003 Yellow, 70ml		
15	5 pieces	Extension Cords, 10m, heavy duty, 3 sockets		
16	10 reams	Bond Paper, letter, 500 sheets/ream, 70 gsm		
17	10 reams	Bond Paper, A4, 500 sheets/ream, 70 gsm		
18	10 reams	Bond Paper, legal, 500 sheets/ream, 70 gsm		
19	50 pieces	Clip, bulldog, stainless, 2"		
20	10 pieces	Correction Tape, 8 meters		
21	5 pieces	Glue, adhesive, 3 grams		
22	5 jars	Glue, all-purpose, 200 grams		
23	7 sets	Marker, Fluorescent, 3 colors per set		
24	28 pads	Sticky Notes, 3"x3", 100 sheets/pad		
25	3 packs	White Folder, short, 100 pieces per pack		
26	3 packs	Folder with tab, legal, 100 pcs./pack		
27	100 pieces	Folder Expandable, legal		
28	1 box	Envelope, Expanding, Kraft, 100pcs/box		
29	50 pieces	Envelope, Expanding, Plastic		
30	12 pieces	Marker, White Board, Broad, Black		
31	12 pieces	Marker, White Board, Broad, Blue		
32	12 pieces	Marker, White Board, Broad, Red		
33	5 pairs	Scissors, Heavy Duty, 8 Inches		
34	5 pieces	Stamp Pad, felt pad, no. 2		
35	5 bottles	Stamp Pad Ink, violet, 50ml		
36	10 boxes	Paper clip, vinly/plastic coated, 33mm		
37	5 boxes	Paper clip, vinly/plastic coated, jumbo, 50mm		
38	1 piece	Paper Cutter, heavy duty		
39	10 packs	Paper, Sticker, A4, Matte, 10 pcs / pack		

Item No.	Qty	Unit	Item Description	Unit Price	Total Price
40	10	packs	Paper, Sticker, long, Matte, 10 pcs / pack		
41	1	box	Pencil, lead/graphite w/ eraser, one (1) dozen/box		
42	1	piece	Pencil Sharpener, manual, single cutter head		
43	3	pieces	Puncher, paper, heavy duty		
44	3	boxes	Fastener, metal, non-sharp edges, 50 sets/box		
45	10	packs	Tape Flag Sign Here, 50s/pack		
46	10	rolls	Tape, Double Sided, 1 inch		
47	10	rolls	Tape, Masking, 48 mm		
48	10	rolls	Tape, transparent, 48mm		
49	4	pieces	Tape dispenser, table top		
50	5	pieces	Stapler, no. 35 with remover, heavy duty		
51	10	boxes	Staple wire, standard		
52	4	sets	Keyboard and mouse combo wireless		
53	5	boxes	Clip, backfold, 19mm		
54	5	boxes	Clip, backfold, 25mm		
55	5	boxes	Clip, backfold, 32mm		
56	5	boxes	Clip, backfold, 50mm		
57	1	piece	Corkboard, 3ft x 5ft		
58	1	piece	Corkboard, 3ft x 2ft		
59	4	units	Calculator, 12 digits		
60	5	packs	Battery, dry cell, size AA, two (2) pcs/blister pack		
61	2	pieces	Tray, in and out, 3 layers		
62	1	packs	<p>Cable tie, 7mm x 300mm black (100s/pack)</p> <p>Terms of Reference:</p> <ol style="list-style-type: none"> 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. With service facility in the locality for after sales service <p>After Sales Service:</p> <ol style="list-style-type: none"> Replacement of defective items within 24 hours upon notification by the end-user. Ink expiration must be at least 18 months from the date of the delivery. <p>Schedule of Requirements:</p> <ol style="list-style-type: none"> Delivery within ten (10) days upon receipt of PO/NOA 		
Total Lot Price					

JUN 21 2024

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

May