



January 7, 2022

Date

REQUEST FOR QUOTATION SHOPPING

INSTRUCTION:

1. Bidders are required to read the instructions and fill all the blanks properly, Prospective Bidders/Suppliers are required to use this official canvass form in accomplishing their bid proposals/quotation.
2. Any specifications other than those required/stated in this form shall not be considered in their evaluation of bid.
3. Quotation must be the lowest price(s), taxes included for the item(s) services listed hereunder including delivery charges.
4. Always indicate the brand name of the offered items (s) or product.
5. Price quotation(s) submitted shall be valid for ONE HUNDRED TWENTY DAYS (120) days reckoned from the deadline for submission of quotations.
6. Terms of payment-Thirty (30) days from delivery of items(s)
7. **Only sealed quotations shall be considered by BAC. The Bidders/Suppliers or Authorized Representative shall indicate on the envelope the RFQ Number and the company name of the bidder/supplier.**
8. Awarding shall be done by **LOT /CATEGORY** only.
9. Delivery and/or Installation Period: 7 working days upon receipt of Notice to Proceed

NVQSD DEADLINE FOR SUBMISSION OF BIDS
2022-01-

January 12, 2022

4:00 PM

Date

Time

PR No. 008 End-user: ROWENA M. LIMON ABC: 587,312.17

| Qty. | Unit | Item/Description | ABC (PhP) | Offered brand | Unit price | Total cost |
|------|------|---|------------|---------------|------------|------------|
| 10 | unit | Calculator, compact, electronic, LCD, desktop, display, 12 digits, two-way power source | 1,800.00 | | | |
| 30 | pc | Clearbook, A4 size, for 210mm x 297mm (A4 size) | 4,350.00 | | | |
| 30 | pc | Clearbook, (refillable), legal size, for 216mm x 330mm (legal size) Blue | 7,260.00 | | | |
| 20 | box | Clip, backfold, 19mm, 12s/box | 165.00 | | | |
| 20 | box | Clip, backfold, 25mm, 12s/box | 246.40 | | | |
| 20 | box | Clip, backfold, 32mm, 12s/box | 368.60 | | | |
| 20 | box | Clip, backfold, 50mm, 12s/box | 879.60 | | | |
| 20 | pc | Clip, Bulldog, 73mm | 869.00 | | | |
| 500 | ream | Copy paper, A4, 80gsm | 150,975.00 | | | |
| 500 | ream | Copy paper, Legal, 80gsm | 166,925.00 | | | |
| 15 | pc | Cork board, 11.8 x 15.7 | 3,750.00 | | | |
| 100 | pc | Correction Tape | 3,740.00 | | | |
| 50 | pc | Cutter, heavy duty | 10,000.00 | | | |
| 10 | tube | Cutter blade, heavy duty cutter | 660.00 | | | |
| 50 | box | Data File Box, (5" x 9" x 15-3/4), customized with NVQSD logo | 3,932.50 | | | |
| 10 | pack | Envelope, brown, Legal (25s) | 900.00 | | | |
| 10 | pack | Envelope, brown, A4 (25s) | 715.00 | | | |
| 100 | pc | Envelope, expanding, kraft, legal size with garter (brown) | 2,000.00 | | | |
| 100 | pc | Envelope, expanding, plastic legal size | 10,000.00 | | | |
| 5 | pc | Eraser, felt for blackboard/whiteboard | 195.25 | | | |
| 200 | pc | Folder, white, legal | 2,200.00 | | | |
| 200 | pc | Folder, A4 short | 1,600.00 | | | |
| 500 | pc | Gel pen, blue | 25,000.00 | | | |
| 50 | bot | Glue gel, big | 3,900.00 | | | |
| 50 | pc | Highlighting pen | 2,200.00 | | | |
| 1 | box | Index Card Box, 4-3/8" x 5-5/8" x 4" (3" x 5") | 41.04 | | | |
| 1 | box | Index Card Box, 5-3/8" x 8-7/8" x 6" (5" x 8") | 55.70 | | | |
| 1 | pack | Index Card, 5" x 8", ruled both sides, 100s/pack | 83.60 | | | |
| 1 | pack | Index Card, 4" x 6", ruled both sides, 100s/pack | 28.33 | | | |
| 100 | box | Metal Fastener, plastic, 50 sets | 10,000.00 | | | |
| 100 | box | Paper clip, gem type, small, 100s/box | 2,200.00 | | | |
| 100 | box | Paper clip, gem type, jumbo | 2,750.00 | | | |
| 10 | pad | Paper, yellow pad | 250.00 | | | |
| 20 | pack | Portfolio, clear plastic, L-type, A4 size, 50s/pack | 4,400.00 | | | |
| 20 | pack | Portfolio, clear plastic, L-type, legal size, 50s/pack | 5,000.00 | | | |
| 5 | unit | Portable Hard Drive 1tb | 45,650.00 | | | |
| 10 | pc | Puncher, 2 hole, heavy duty | 4,800.00 | | | |
| 25pc | box | Push pins | 1,127.50 | | | |
| 300 | pc | Retractable pen, blue | 8,415.00 | | | |
| 25 | box | Rubber band, big | 2,983.75 | | | |
| 50 | pc | Ruler, plastic, 300mm | 263.00 | | | |
| 50 | pc | Ruler, plastic, 450mm | 803.50 | | | |
| 100 | pc | Scissors | 11,000.00 | | | |
| 10 | pc | Sharpener, single cutterhead | 1,993.40 | | | |
| 10 | pc | Stamp pad, blue, 4.75 x 3,125 in | 1,000.00 | | | |
| 50 | box | Staple wire, #35, 5000 pcs/box | 2,200.00 | | | |
| 25 | pc | Stapler, heavy duty, standard | 8,750.00 | | | |
| 100 | pack | Sticker Memos, 1.5" x 1.75", 500 sheets/pack | 5,473.00 | | | |
| 100 | pack | Sticker Memos, 2" x 3", 100 sheets/pack | 2,393.00 | | | |
| 100 | pack | Sticker Memos, 3" x 3", 100 sheets/pack | 3,053.00 | | | |
| 100 | pack | Sticker Memos, 3" x 4", 100 sheets/pack | 3,823.00 | | | |

| | | | | | | |
|-----|------|---|-----------|--|--|--|
| 20 | pc | Storage Box | 10,538.00 | | | |
| 10 | pc | Tape dispenser, heavy duty, for 24mm (1") | 5,000.00 | | | |
| 20 | pc | Tape, double adhesive without foam | 1,056.00 | | | |
| 50 | roll | Tape, masking, 1/2in | 3,000.00 | | | |
| 50 | roll | Tape, masking, 2" | 6,500.00 | | | |
| 100 | roll | Tape, packaging, 2" | 9,000.00 | | | |
| 50 | roll | Tape, transparent, 24mm, 50 meters | 1,250.00 | | | |
| 50 | roll | Tape, transparent, 48mm, 50 meters | 4,000.00 | | | |
| 15 | pc | White board, small | 12,000.00 | | | |
| 2 | box | Laminating Film | 1,800.00 | | | |
| | | Delivery period: 7 working days | | | | |
| | | Place of delivery: BAI Compound | | | | |

LOLITA M. JUMALON

G-EPS Posted

PAUL C. LIMSON, DVM

Chair, Bids and Awards Committee

CANVASSER'S CERTIFICATION

This is to certify that I have full knowledge, authority and responsibility in distributing and/or collecting the Request for Quotation in accordance to the guidelines in securing prices for the Bureau of Animal Industry.

(Signature Over Printed Name)

Authorized Canvasser

The BAI Bids and Awards Committee (BAC)
Visayas Avaneue, Diliman, Quezon City

Sir/Madam:

In connection with the above request, I/We hereby submit our quotation indicated above. I/We have carefully read and fully understand the minimum requirements and agree to furnish and/or effect delivery in conformity with specifications any or all said articles/services described above within _____ working days from receipt of Purchase Order.

Signature Over Printed Name

Name of Company

Tax Identification Number

Telephone Number(s)

Address

(To be filled by Supplier)
Date accomplished

Mandatory Requirements for submission:

- ✓ Mayor's Permit (Updated)
- ✓ PhilGEPS Registration/Certificate (Updated)
- ✓ Income Tax Return (for ABCs above P500k)
- ✓ Omnibus Sworn Statement (For ABCs above P50K) (Unnotarized OSS may be submitted provided that the notarized OSS shall be submitted prior to issuance of Notice of Award.