

RQUEST FOR QUOTATION

REFERENCE NO. MMD-P-13-2022

We are inviting all interested suppliers to submit their best quotation for the **PROCUREMENT OF Office supplies**

Specification	Qty.	Unit	Estimated Unit Cost	Estimated Total Cost
Pressboard folder plain green long (expandable)				
Bond Paper subs. 24/80 gsm long	600	pcs.		
Bond Paper subs. 24/80 gsm short	50	Reams		
Copy Paper subs. 24/80 gsm A-4	50	Reams		
Epson ink # 003 black	50	Reams		
HP ink # 680	10	Pcs.		
Peer less Box	10	Pcs.		
Plastic Paper Fastener (small)	100	Pcs.		
Ballpen black	100	Box		
Ballpen blue	50	Pcs.		
Ballpen red	50	Pcs.		
Battery Heavy duty size AAA	50	Pcs.		
Epson LQ-2190, ribbon cartridge (SO155331)	30	Pcs.		
Epson LQ-2190, ribbon cartridge (SO15086)	5	Pcs.		
PVC ID hard card sheet A4 & PVC printable film sheet A4 ID printing	5	Pcs.		
1 – ID card cutter	50	Sets		
Heavy Duty Stapler, able to staple up to 210 sheets of 80 GSM paper extra heavy duty	1	Pc		
	1	unit		
Total				₱

Approved Budget : ₱

Submission of Quotation and Eligibility Requirements :

Mode of Procurement :

Eligibility Requirements:

1. Valid and current Mayor's Permit (certified true copy)
2. PhilGeps Registration Certificate (certified true copy) or PhilGeps Registration Number
3. 2020 Income Tax Return or Latest Business Tax Return (certified true copy)
4. Omnibus Sworn Statement (Notarized)

Please submit your quotation and eligibility requirements in a sealed envelope at the address stated below.

<p>Name of Bidder:</p> <p style="text-align: center;">BIDS AND AWARD COMMITTEE Philippine National Construction Corporation Km15 East Service Road Bicutan Parañaque City Metro Manila Tel. No. 8846-3414 Attn: BAC Secretariat</p> <p style="text-align: right;">Reference Number: MMD-P-13-2022</p>

All prices should be VAT inclusive. Further, please indicate in the quotation the following:

1. Terms of Payment – Government terms
2. Delivery Period – Thirty (30) calendar days

YOLANDA C. MORTEL
Chairperson, Bids and Awards Committee