



REQUEST FOR QUOTATION

REFERENCE NO. **BAC-RFQ-2025-024**

We are inviting all interested contractors/suppliers to submit their best quotation for the **PROCUREMENT OF VARIOUS OFFICE SUPPLIES FOR STOCK REPLENISHMENT (PR NOS. 2025-050, 2025-059 and 2025-065)**.

| Specification | Qty. | Unit | Estimated Unit Cost | Estimated Amount |
|---|------|-------|---------------------|---------------------|
| 1. Bond Paper S-24, Short | 200 | reams | ₱ 300.00 | ₱ 60,000.00 |
| 2. Continuous Form, 1-Ply, 11x14-7/8, Plain, S-20 | 10 | boxes | ₱ 1,500.00 | ₱ 15,000.00 |
| 3. Continuous Form, 1-Ply, 11x9 -½, with Lines, S-20 | 10 | boxes | ₱ 1,000.00 | ₱ 10,000.00 |
| 4. Continuous Form, 2-Ply, 11x9 -½, Plain, S-20, Carbonless | 5 | boxes | ₱ 1,000.00 | ₱ 5,000.00 |
| 5. Continuous Form, 2-Ply, 11x14-7/8, Plain, S-20, Carbonless | 5 | boxes | ₱ 1,700.00 | ₱ 8,500.00 |
| 6. Epson Ribbon Cartridge # FX-2175/2190 | 20 | pcs | ₱ 800.00 | ₱ 16,000.00 |
| 7. Stapler HD No. 35 (Good quality) | 50 | pcs | ₱ 300.00 | ₱ 15,000.00 |
| 8. Correction tape, W-5mm L-12m | 100 | pcs | ₱ 100.00 | ₱ 10,000.00 |
| 9. Plastic fastener, small, 7cm, 2in., 50pcs/box | 100 | boxes | ₱ 100.00 | ₱ 10,000.00 |
| 10. Packaging tape, 60mm x 40mm, Tan | 100 | pcs | ₱ 100.00 | ₱ 10,000.00 |
| 11. Gel Pen, 0.5, Blue | 100 | pcs | ₱ 50.00 | ₱ 5,000.00 |
| 12. Gel Pen, 0.5, Black | 100 | pcs | ₱ 50.00 | ₱ 5,000.00 |
| 13. Yellow paper (Premium) | 50 | pads | ₱ 100.00 | ₱ 5,000.00 |
| 14. Metal Ruler, 12 inches | 20 | pcs | ₱ 100.00 | ₱ 2,000.00 |
| 15. Gel Pen, 0.5, Red | 50 | pcs | ₱ 50.00 | ₱ 2,500.00 |
| 16. Lever Arch file folder, Long, 7cm, 3inches, Blue | 20 | pcs | ₱ 200.00 | ₱ 4,000.00 |
| **** nothing follows **** | | | | |
| | | | | ₱ 183,000.00 |

Approved Budget : ₱183,000.00

Submission of Quotation and Eligibility Requirements : 19 May 2025

Mode of Procurement : Shopping

Eligibility Requirements:

1. Valid and current Mayor's/Business Permit (certified true copy)
2. PhilGeps Registration Certificate (certified true copy) or PhilGeps Registration Number

Please submit your quotation and eligibility requirements in a SEALED ENVELOPE at the address stated below.

Name of Bidder:

BIDS AND AWARDS COMMITTEE
 Philippine National Construction Corporation
 Km15 East Service Road Bicutan Parañaque City
 Metro Manila
 Tel. No. 8846-3414
 Attn: BAC Secretariat

Reference Number: **BAC-RFQ-2025-024**



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

1. Terms of Payment: Government terms or 30 days
2. Delivery Period: Immediate
3. Tax Identification No. (TIN)

ILIE LIONEL B. GRAMATA
Chairman, Bids and Awards Committee