



Republic of the Philippines
Department of Health
CENTER FOR HEALTH DEVELOPMENT
CaLaBaRZon

QMMC Compound, Project 4, Quezon City 1109
Trunkline: (02)82492000
Email Add: chd4a_doh_calabarzon@yahoo.com



REQUEST FOR QUOTATION

(SHOPPING / SMALL VALUE PROCUREMENT)

COMPANY : _____
ADDRESS : _____
CONTACT NO: _____

Sir / Madam :

D A T E	April 24, 2020
P. R. No.	20-03-093-A
Requesting Unit	Southern Tagalog Regional Hospital
Mode of Procurement	Shopping

Please quote your lowest government price for each of the following item(s) specified below. Submit it in a sealed envelope to BAC Secretariat Office or thru email at doh4a.rfq@gmail.com, not later than **April 27, 2020**.

IMPORTANT:

1. Price should be valid for thirty (30) calendar days.
2. Delivery Period is within _____ calendar days from receipt of Purchase Order (P.O.).
3. Warranty shall be for a period of _____ months, if applicable.
4. Total Price quoted is subject to withholding tax.
5. Attach a valid (a) Mayor's Permit (b) BIR Registration Certificate (c) Tax Clearance Certificate (d) DTI Certificate and (e) PhilGEPS Registration / Certificate, upon submission of the quotation.
6. New suppliers are required to submit a company profile.
7. Submit original brochures showing the product being offered, if applicable.

Very truly yours,


NOEL G. PASION, MD, MPH, CESE
BAC Chairperson

Item No.	Unit of Measure	ITEM AND DESCRIPTION	QTY	TOTAL ABC	(Please specify Origin/Brand/Model)	UNIT PRICE	TOTAL PRICE
1	piece	ADDING MACHINE SLIP 57MM X 70M Advance	13	234.00			
2	box	BALLPEN BLACK HBW MATRIX 20'S	230	44,160.00			
3	box	BALLPEN BLACK PILOT 12'S RETRACTABLE	230	43,056.00			
4	box	BALLPEN BLUE HBW MATRIX 20'S	75	14,400.00			
5	box	BALLPEN BLUE PILOT 12'S RETRACTABLE	75	14,040.00			
6	piece	BALLPEN PILOT FRIXION 12'S	2	1,464.00			
7	box	BALLPEN RED HBW MATRIX 20'S	75	14,400.00			
8	box	BALLPEN RED PILOT 12'S RETRACTABLE	75	14,040.00			
9	piece	BATTERY SIZE AA	170	8,500.00			
10	piece	BATTERY SIZE AAA	170	9,520.00			
11	pack	BROWN ENVELOPE 6" x 9" 50's	2	360.00			
12	piece	CALCULATOR, Canon MP21D III Desktop Printing Calculator	3	6,075.00			
13	box	CARBON PAPER Long	11	9,130.00			
14	box	CARBON PAPER Short	11	8,866.00			
15	pack	CARTOLINA Assorted Color	161	16,261.00			
16	piece	CD-R w/ Sleeves 700MB	200	6,480.00			
17	pack	CD-RW 700MB 50's	1	1,320.00			
18	piece	CLEAR BOOK Long	130	9,880.00			
19	piece	CLEAR BOOK Short	120	8,400.00			
20	piece	CORK BOARD 18" X 24"	20	9,640.00			
21	piece	CORK BOARD 24" X 36"	20	19,700.00			

22	roll	DOUBLE SIDED TAPE 24mm X 10mm Tissue Type	100	6,700.00			
23	pack	DVD-RW Spindle (SONY) 10's	3	1,440.00			
24	piece	ENVELOP BROWN Long	564	2,256.00			
25	piece	ENVELOP BROWN Short	564	1,692.00			
26	piece	ENVELOP EXPANDING Short	420	5,880.00			
27	box	ENVELOPE MAILING PLAIN WHITE LONG 500's	10	2,960.00			
28	box	ENVELOPE PAY 500's	5	1,625.00			
29	piece	FOLDER CLEAR Long	550	4,400.00			
30	piece	FOLDER CLEAR Short	550	3,850.00			
31	piece	FOLDER EXPANDING Hard Green Long	645	15,480.00			
32	piece	FOLDER LONG 14PTS System WHT	800	4,800.00			
33	piece	FOLDER SHORT 14PTS System WHT	1450	7,250.00			
34	piece	GLUE 130g	80	3,840.00			
35	piece	GUN TUCKER Metal 6-14mm Heavy Duty	1	2,529.00			
36	box	GUN TUCKER WIRE 3/8 10mm 1000's	1	165.00			
37	piece	HIGHLIGHTER PEN Green	50	2,050.00			
38	piece	HIGHLIGHTER PEN Orange	50	2,050.00			
39	piece	HIGHLIGHTER PEN Pink	50	2,050.00			
40	piece	HIGHLIGHTER PEN Yellow	50	2,050.00			
41	piece	IN/OUT DESK TRAY 3 Layer Plastic	40	10,000.00			
42	piece	INDEX BOX 5" x 8" Wooden Box	2	464.00			
43	pack	INDEX CARD Ruled 3" X 5" 100'S	20	360.00			
44	pack	INDEX CARD Ruled 5" X 8" 100'S	110	3,740.00			
45	piece	MANILA PAPER	125	875.00			
46	roll	MASKING TAPE 48MM X 22MM	25	4,650.00			
47	roll	PACKAGING TAPE 48MM X 50M	18	954.00			
48	box	PAPER CUTTER 12" X 15"	9	8,667.00			
49	box	PAPER FASTENERER Plastic 50'S	85	2,975.00			
50	piece	PASTE 200ml / 200grams	4	144.00			
51	box	PENCIL No. 2 / (Box/12'S)	70	6,090.00			
52	piece	PENTEL PEN Black (Broad)	80	3,760.00			
53	piece	PENTEL PEN Black (Fine)	120	5,640.00			
54	pack	PHOTO PAPER Glossy A4 (210X297MM)	370	51,800.00			
55	pack	POST-IT, 1/2" X 1-3/4", 100 sheets per pack	10	2,817.00			
56	piece	PROTRACTOR	1	48.00			
57	box	PUSH PINS 100'S	30	840.00			
58	box	RUBBER BAND #18 350G Big	39	6,786.00			
59	piece	RUBBER ERASER Super Hard	115	14,720.00			
60	piece	RULER Palstic 12"	55	2,090.00			
61	piece	RULER Palstic 20cm 7.8'	3	1,091.00			
62	roll	SCOTCH TAPE 24MM X 10M	145	13,485.00			
63	piece	SIGN PEN Mygel tec 0.3 Black	135	3,510.00			
64	piece	SIGN PEN V10 Black	100	8,600.00			
65	box	STAPLE WIRE #35 5000'S	150	7,350.00			
66	piece	STAPLER WITH STAPLE REMOVER #10	45	5,445.00			
67	pack	STICKER PAPER A4 Glossy 10'S	65	2,665.00			
68	piece	WHITE BOARD ERASER	10	260.00			
69	pad	YELLOW PAD 80'S	116	3,944.00			
T O T A L				506,763.00			

After having carefully read and accepted your general conditions, I/We quote you on the item at prices noted above.

Supplier's Signature Over Printed Name

Date
DOH4A-BAC-RFQ-Rev1