



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-B
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	bottle	ALCOHOL, ethyl, 68%-70%, scented, 500ml (-5ml)	350	18,392.50			
2	unit	CALCULATOR, COMPACT, electronic, 12 digits cap, 1 unit in individual box	35	14,567.70			
3	box	CLIP, BACKFOLD, 19MM	30	325.80			
4	box	CLIP, BACKFOLD, 25MM	24	439.68			
5	box	CLIP, BACKFOLD, 32MM	28	698.88			
6	box	CLIP, BACKFOLD, 50MM	28	1,607.48			
7	piece	CORRECTION TAPE, 1 piece in individual plastic	130	2,186.60			
8	piece	CUTTER BLADE	22	391.16			
9	piece	CUTTER KNIFE	36	1,444.32			
10	piece	DATA FILE BOX, chipboard, with closed ends	100	9,264.00			
11	box	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size doc, 100 pieces per box	78	86,782.02			
12	piece	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD, USB	5	16,284.00			
13	piece	FLASH DRIVE, 16 GB capacity, 1 piece in individual blister pack	65	13,060.45			
14	pad	NOTEPAD, STICK-ON, 2x3, 100 sheets per pad	90	4,002.30			
15	pad	NOTEPAD, STICK-ON, 3X3, 100 sheets per pad	50	2,864.00			
16	pad	NOTEPAD, STICK-ON, 3X4, 100 sheets per pad	50	3,557.00			
17	box	PAPER CLIP, 32MM, 100 pieces per box or 52 grams (min.) (net of box)	35	264.25			

18	box	PAPER CLIP, 48MM, 100 pieces per box or 120 grams (min.) (net of box)	35	589.75			
19	reams	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm (A4)	330	67,541.10			
20	reams	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm (Legal)	240	55,826.40			
20	piece	PENCIL SHARPENER, 1 piece in individual plastic	20	4,867.20			
21	box	PENCIL, LEAD WITH ERASER, 12 dozens per box	5	124.75			
22	piece	PUNCHER, paper, heavy duty, with two hole	25	3,958.75			
23	book	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	220	18,669.20			
24	pair	SCISSORS, symmetrical, blade length: 65mm, 1 piece in individual plastic	50	2,433.50			
25	bottle	STAMP PAD INK, purple or violet, 50ml (min.)	30	1,108.80			
26	piece	STAMP PAD, FELT, bed dimension: 60mm x	25	1,024.00			
27	piece	TAPE DISPENSER, TABLE TOP	23	1,541.00			
28	roll	TAPE, MASKING, width: 24mm; (± 1 mm)	60	3,968.40			
29	pack	TOILET TISSUE PAPER 2-plys sheets, 150 pulls, 12 rolls in a pack	900	92,664.00			
T O T A L				430,448.99			

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