

## REQUEST FOR QUOTATION

RFQ21- 214

RIV / SR No. : R21-355

Date: 8/27/21

GENTLEMEN:

**THIS IS A REQUEST FOR QUOTATION ON GOODS/SERVICES ENUMERATED HEREUNDER, IF YOUR ARE INTERESTED AND IN A POSITION TO FURNISH THE SAME , PLEASE SUBMIT SEALED PROPOSALS ON OR BEFORE SEPTEMBER 10, 2021, 4:00 P.M., THE RIV / SR NO., AS INDICATED ABOVE, SHOULD BE WRITTEN CLEARLY ON THE RIGHT FACE OF THE ENVELOPE AND ADDRESSED TO THE BIDS AND AWARDS COMMITTEE, LAGUNA LAKE DEVELOPMENT AUTHORITY, NATIONAL ECOLOGY CENTER, EAST AVENUE, DILIMAN, QUEZON CITY**

ITEM	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE
1	2	cart	TONER FUJI C3300 BLACK	
2	2	cart	TONER FUJI C3300 CYAN	
3	2	cart	TONER FUJI C3300 MAGENTA	
4	2	cart	TONER FUJI C3300 YELLOW	
5	4	cart	INK HP 810 C6615	
6	2	cart	INK HP C6578D	
7	6	cart	TONER SAMSUNG ML D116L	
8	4	cart	HP TONER 202A B CF500A	
9	1	cart	HP TONER 202A C CF501A	
10	1	cart	HP TONER 202A M CF503A	
11	1	cart	HP TONER 202A Y CF502A	
12	4	cart	INK CART HP CZ108AA (HP678) TRICOLOR	
13	6	cart	INK CART HP CZ121A (HP678) BLACK	
14	12	cart	TONER CART HP CE435A BLACK	
15	18	cart	TONER CART HP CE255A BLACK	
16	18	cart	TONER CART HP CF276A BLACK (76A)	
17	2	cart	TONER CART SAMSUNG MLT-D203L BLACK	
18	14	cart	TONER CARTRIDGE HP CF226A (HP26A) BLACK LASERJET	
19	2	cart	TONER CARTRIDGE HP CF287A (HP87) BLACK	

**PRICES IN THE ABOVE OFFER ARE CERTIFIED CORRECT:**

SIGNATURE ABOVE PRINTED NAME OF THE CANVASSER

\_\_\_\_\_  
 AUTHORIZED SIGNATURE

\_\_\_\_\_  
 NAME OF FIRM

\_\_\_\_\_  
 TELEPHONE NUMBER(S)

\_\_\_\_\_  
 ADDRESS

\_\_\_\_\_  
 TAX IDENTIFICATION NUMBER (TIN)

### IMPORTANT

- Prices should be written in ink or typewritten. When offering substitutes or equivalent, please specify the brand.
- Submit your quotations in a sealed envelope. The RIV / SR no, as indicated above, should be clearly indicated in the uppermost right face of the envelope and addressed to the address given above.
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ITEM	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE
20	6	cart	TONER CARTRIDGE HP C410A (HP410A) BLACK	
21	4	cart	TONER CARTRIDGE HP CF411A (HP410A) CYAN	
22	4	cart	TONER CARTRIDGE HP CF412A (HP410A) YELLOW	
23	4	cart	TONER CARTRIDGE HP CF413A (HP410A) MAGENTA	
24	2	cart	HP TONER Q7553A BLACK	
25	3	cart	CANON INK 1P1700 CL40 BLACK	
26	3	cart	CANON INK 1P1700 CL40 COLORED	
27	2	cart	HP TONER CB436A (1505)	
28	2	cart	HP TONER LASERJET CC530 BLACK	
29	1	cart	HP TONER LASERJET CC531 CYAN	
30	1	cart	HP TONER LASERJET CC532 YELLOW	
31	1	cart	HP TONER LASERJET CC533 MAGENTA	
32	100	box	CORRECTION TAPE	
33	2	box	ENVELOPE LEGAL SIZE	
34	10	pack	FOLDER TAGBOARD LEGAL	
35	60	pcsp	DATA FILE BOX WITH CLOSE END	
36	70	pcs	DATA FILE FOLDER W/RING AND HOOK	
37	8	box	FOLDER PRESSBOARD LEGAL (WHITE)	
38	6	box	ENVELOPE, EXPANDING KRAFT FOR LEGAL	

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ITEM	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE
39	50	box	FASTENER, METAL, 70mm	
40	50	box	STAPLE WIRE, STANDARD, #35	
41	72	pcs	MARKER PERMANENT BULLET TYPE BLACK	
42	36	pcs	MARKER PERMANENT BULLET TYPE BLUE	
43	24	pcs	MARKER PERMANENT BULLET TYPE RED	
44	50	pcs	NOTEBOOK STENOGRAPHER SPIRAL 40 LUMENS	
45	120	pad	NOTEPAD STICK-ON 3X4 100 SHEETS PER PAD	
46	400	others	PAPER MULTI-PURPOSE, 70gsm size:210mm x 297mm A4	
47	150	others	PAPER MULTI-PURPOSE 70gsm size: 216mm x 330mm LEGAL	
48	60	bundle	RAGS COTTON 32pcs per KILO per BUNDLE	
49	25	book	RECORD BOOK 300 PAGES size: 214mm x 278mm min.	
50	20	book	RECORD BOOK 500 PAGES size: 214mm x 278mm min.	
51	6	box	RUBBER BAND 70mm min. lay flat length (#18)	
52	15	pair	SCISSORS SYMMETRICAL BLADE LENGTH 65MM 1pc	
53	24	pcs	SIGN PEN RED LIQUID/GEL INK 0.5MM NEEDLE TIP	
54	6	pcs	STAPLER STANDARD TYPE LOAD CAP: 200 STAPLES MIN:	
55	36	pcs	MARKING PEN FOR WHITE BOARD BLACK	
56	36	pcs	MARKING PEN FOR WHITE BOARD BLUE	
57	120	roll	TAPE MASKING 2"	
58	120	roll	TAPE TRANSPARENT 1"	

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ITEM	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE
59	3	pcs	TAPE DISPENSER TABLE TOP	
60	3	pcs	PUNCHER HEAVY DUTY	
61	3	pcs	SHARPENER	
62	30	pack	BATTERY DRY CELL AAA	
63	50	pack	BATTERY DRY CELL AA	
64	1	roll	ACETATE GAUGE #3, TRANSPARENT 50M ROLL	
65	20	set	MARKER FLUORESCENT 3 COLORS PER SET	
66	100	box	PAPER CLIP, GEM TYPE 512E 1" VINYL	
67	50	box	PAPER CLIP, JUMBO 60mm LONG	
68	24	pack	CLIP BACKFOLD, 19mm	
69	20	box	CLIP BACKFOLD, 50mm	
70	36	box	CLIP BACKFOLD, 35mm	
			<b>Note:</b> HP Toner/Ink Original Genuine with Certification from Hewlett Packard	
			Only sealed quotation shall be accepted at the following address: BAC Secretariat 3rd Floor LLDA Building National Ecology Center, East Avenue, Quezon City	

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