

REQUEST FOR QUOTATION

RFQ22-007

RIV / SR No. : R22-009

Date: 2/07/22

GENTLEMEN:

THIS IS A REQUEST FOR QUOTATION ON GOODS/SERVICES ENUMERATED HEREUNDER, IF YOU ARE INTERESTED AND IN A POSITION TO FURNISH THE SAME, PLEASE SUBMIT SEALED PROPOSALS ON OR BEFORE FEBRUARY 18, 2022, 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	TONER SAMSUNG ML D116L	
6	5	cart	HP TONER 202A B CF500A	
7	4	cart	HP TONER 202A C CF501A	
8	4	cart	HP TONER 202A M CF503A	
9	4	cart	HP TONER 202A Y CF502A	
10	4	cart	INK CART HP CZ108AA (HP678) TRICOLOR	
11	6	cart	INK CART HP CZ121A (HP678) BLACK	
12	12	cart	TONER CART HP CE435A BLACK	
13	18	cart	TONER CART HP CE255A BLACK	
14	18	cart	TONER CART HP CF276A BLACK (76A)	
15	4	cart	TONER CART SAMSUNG MLT-D203L BLACK	
16	13	cart	TONER CARTRIDGE HP CF226A (HP26A) BLACK LASERJET	
17	2	cart	TONER CARTRIDGE HP CF287A (HP87) BLACK	
18	6	cart	TONER CARTRIDGE HP C410A (HP410A) BLACK	
19	4	cart	TONER CARTRIDGE HP CF411A (HP410A) CYAN	
20	4	cart	TONER CARTRIDGE HP CF412A (HP410A) YELLOW	
21	4	cart	TONER CARTRIDGE HP CF413A (HP410A) MAGENTA	
22	3	cart	CANON INK 1P1700 CL40 BLACK	
23	3	cart	CANON INK 1P1700 CL40 COLORED	
24	2	cart	HP TONER CB436A (1505)	

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

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- 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
25	75	box	CORRECTION TAPE	
26	2	box	ENVELOPE LEGAL SIZE	
27	10	pack	FOLDER TAGBOARD LEGAL	
28	60	pcsp	DATA FILE BOX WITH CLOSE END	
29	60	pcs	DATA FILE FOLDER W/RING AND HOOK	
30	3	box	FOLDER PRESSBOARD LEGAL (WHITE)	
31	6	box	ENVELOPE, EXPANDING KRAFT FOR LEGAL	
32	50	box	FASTENER, METAL, 70mm	
33	50	box	STAPLE WIRE, STANDARD, #35	
34	50	pcs	NOTEBOOK STENOGRAPHER SPIRAL 40 LUMENS	
35	120	pad	NOTEPAD STICK-ON 3X4 100 SHEETS PER PAD	
36	350	others	PAPER MULTI-PURPOSE, 70gsm size:210mm x 297mm A4	
37	100	others	PAPER MULTI-PURPOSE 70gsm size: 216mm x 330mm LEGAL	
38	3	bundle	LOOSELEAF COVER W/PAPER CLOTH	
39	700	pcs	BALL POINT PEN BLACK	
40	25	book	RECORD BOOK 300 PAGES size: 214mm x 278mm min.	
41	20	book	RECORD BOOK 500 PAGES size: 214mm x 278mm min.	
42	6	box	RUBBER BAND 70mm min. lay flat length (#18)	
43	15	pair	SCISSORS SYMMETRICAL BLADE LENGTH 65MM 1pc	
44	180	pcs	SIGN PEN BLACK LIQUID/GEL INK 0.5MM NEEDLE TIP	
45	96	pcs	SIGN PEN BLUE LIQUID/GEL INK 0.5MM NEEDLE TIP	
46	24	pcs	SIGN PEN RED LIQUID/GEL INK 0.5MM NEEDLE TIP	
47	10	pcs	STAPLER STANDARD TYPE LOAD CAP: 200 STAPLES MIN:	
48	120	roll	TAPE MASKING 2"	

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ITEM	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE
49	120	roll	TAPE TRANSPARENT 1"	
50	3	pcs	TAPE DISPENSER TABLE TOP	
51	6	pcs	PUNCHER HEAVY DUTY	
52	3	pcs	SHARPENER	
53	100	pack	BATTERY DRY CELL AAA	
54	100	pack	BATTERY DRY CELL AA	
55	10	jar	GLUE WHITE 200 grams	
56	100	box	PAPER CLIP, GEM TYPE 512E 1" VINYL	
57	50	box	PAPER CLIP, JUMBO 60mm LONG	
58	48	box	CLIP BACKFOLD, 19mm	
59	20	box	CLIP BACKFOLD, 50mm	
60	24	box	CLIP BACKFOLD, 25mm	
61	12	pcs	CUTTER HEAVY DUTY L500	
62	30	pcs	RING BINDER 3/4" X 44" PLASTIC	
63	30	pcs	RING BINDER 1/2" X 44" PLASTIC	
64	36	box	CLIP BACKFOLD 35MM	
65	10	pad	STAMP PAD FELT PAD 70MM X 100MM	
66	12	bottle	STAMP PAD INK VIOLET 50ML	
67	25	pcs	STAPLE REMOVER TWIN JAWS	
68	20	roll	TAPE ELECTRICAL 19MM X 16MM	
			Note: HP Ink and Toner Original and Genuine (with Certificate from Hewlett Packard)	

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			Only sealed Quotation shall be accepted at the following address:	
			BAC Secretariat	
			3rd Floor LLDA Building	
			National Ecology Center, East Avenue, Quezon City	
			The following documents must be included in the submission of sealed price quotation:	
			1. Certified true copy of Mayor's/Business Permit	
			2. Certified true copy of PhilGEPS Registration	
			TERMS OF PAYMENT:	
			DELIVERY:	

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