

REQUEST FOR QUOTATION

Date 26-Aug-2021
Quotation No. NP-Shopping-2021-003-MEC

Please quote your lowest price on the item/s listed below, subject to the Conditions. Kindly submit your quotation duly signed by you or your representative not later than **PhilGEPS Closing Date**.

Deborah S. Legaspi
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Chairperson, MEC- FDA Bids and Awards Committee

Name of Project: Procurement of Common Use Supplies for the Mindanao East Cluster
Procurement Mode: NP-Shopping
Classification: Goods
Approved Budget for the Contract (ABC): PHP 323,038.00

ITEM DESCRIPTION/SPECIFICATION	UNIT	QTY.	COST PER ITEM	TOTAL PRICE OFFERED
INSECTICIDE, aerosol type, net content: 600ml min	can	12	PHP 345.00	
HAND SANITIZER, 500ml	bottle	50	PHP 100.00	
ALCOHOL, ethyl, 68%-72%, scented, 3.785 liters	bottle	20	PHP 457.60	
STAMP PAD INK, purple or violet, 50ml (min.)	bottle	3	PHP 100.00	
PAPER, Multi-Purpose (COPY) A4, 70 gsm	reams	550	PHP 200.00	
TOILET TISSUE PAPER, 2-ply, 100% recycled	pack	180	PHP 120.00	
TISSUE, interfolded paper towel	pack	120	PHP 50.00	
GLUE, all purpose, gross weight: 200 grams min	jar	10	PHP 62.10	
STAPLE WIRE, STANDARD, (26/6)	box	12	PHP 50.00	
TAPE, ELECTRICAL, 18mm x 16M min	roll	24	PHP 30.00	
TAPE, TRANSPARENT, width: 24mm (±1mm)	roll	48	PHP 20.00	
TAPE, TRANSPARENT, width: 48mm (±1mm)	roll	48	PHP 40.00	
BROOM, soft (tambo)	piece	6	PHP 100.00	
DETERGENT POWDER, all purpose, 1kg	pack	20	PHP 120.00	
DISINFECTANT SPRAY, aerosol type, 400-550 grams	piece	16	PHP 500.00	
MOP BUCKET, heavy duty, hard plastic	unit	6	PHP 2,500.00	
WASTEBASKET, non-rigid plastic	piece	12	PHP 100.00	
NITRILE GLOVES	piece	1000	PHP 4.00	
SURGICAL MASK, 3-ply	piece	1000	PHP 20.00	
MOUSE, OPTICAL, USB CONNECTION TYPE, 1 unit in ind	unit	15	PHP 300.00	
DATA FILE BOX, made of chipboard, with closed ends	piece	36	PHP 150.00	
DATA FOLDER, made of chipboard, taglia lock	piece	36	PHP 250.00	
ENVELOPE, DOCUMENTARY, for legal size document	box	5	PHP 900.00	
FOLDER, with TAG, for legal size documents	pack	4	PHP 400.00	
MARKER, whiteboard, black, felt tip, bullet type	piece	6	PHP 75.00	
MARKER, whiteboard, blue, felt tip, bullet type	piece	6	PHP 75.00	
MARKER, PERMANENT, bullet type, black	piece	12	PHP 50.00	
MARKER, PERMANENT, bullet type, blue	piece	12	PHP 50.00	
PAPER CLIP, vinyl/plastic coat, length: 32mm min	box	24	PHP 20.00	
PAPER CLIP, vinyl/plastic coat, length: 50mm min	box	12	PHP 35.00	
RING BINDER, plastic, 32mm, 84 rings	bundle	2	PHP 400.00	
STAMP PAD, FELT, bed dimension: 60mm x 100mm min	piece	3	PHP 50.00	
CUTTER BLADE, for heavy duty cutter	piece	12	PHP 75.00	
SCISSORS, symmetrical, blade length: 65mm min	pair	5	PHP 75.00	
TAPE DISPENSER, TABLE TOP, for 24mm width tape	piece	24	PHP 150.00	
PAPER TRIMMER/CUTTING MACHINE, max paper size: B4	unit	4	PHP 1,000.00	
INK CART, EPSON C13T664100 (T6641), Black	cart	100	PHP 400.00	
INK CART, EPSON C13T664200 (T6642), Cyan	cart	10	PHP 400.00	
INK CART, EPSON C13T664300 (T6643), Magenta	cart	10	PHP 400.00	

INK CART, EPSON C13T664400 (T6644), Yellow	cart	10	PHP	400.00
CLEARBOOK, 20 transparent pockets, for A4 size	piece	20	PHP	100.00
Binder Clips (3/4 inch)	box	24	PHP	50.00
Binder Clips (1 inch)	box	24	PHP	60.00
Binder Clips (2 inch)	box	24	PHP	80.00
FASTENER, vinyl/plastic coated, 70mm between prongs	box	24	PHP	50.00
Carbon Paper, Long (100s/pack)	pack	6	PHP	750.00
Dishwashing Liquid, 200ml/pouch	piece	22	PHP	70.00
Trashbag, plastic, black (37"x40")	pack	40	PHP	100.00
Trashbag, plastic, black (22"x24")	pack	40	PHP	80.00
<i>(Please quote per line item. Partial quotation is allowed)</i>				
GRAND TOTAL:				

Delivery Period: _____
 *Warranty: _____
 Price Validity: _____

After having carefully read and accepted your General Conditions, I/We hereby submit the price quotation on the item/s noted above, within the stated delivery period and price validity.

 Printed Name over Signature

Canvassed By:

Tel. No./ Cellphone No. _____
 E-mail Address: _____
 Date: _____

 Name of Canvasser & Position Title

Date Conducted: _____

DTN: 20210204110753

NOTE:

- ALL ENTRIES MUST BE TYPEWRITTEN OR LEGIBLY HANDWRITTEN. BIDDERS MAY SUBMIT QUOTATIONS PROVIDED THAT ABOVE MATRIX DETAILS ARE COMPLETELY PROVIDED AND SHALL BE SUBMITTED USING COMPANY LETTERHEAD;
- DELIVERY PERIOD WITHIN 30 CALENDAR DAYS;
- WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY;
- PRICE VALIDITY SHALL BE FOR A PERIOD OF NINETY (90) CALENDAR DAYS CALENDAR DAYS;
- BIDDERS MAY SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATION OF THE PRODUCT BEING OFFERED, IF APPLICABLE;
- PLEASE QUOTE YOUR GOVERNMENT PRICE(S) INCLUDING VAT OR OTHER APPLICABLE TAXES AND OTHER INCIDENTAL EXPENSES FOR THE TERMS LISTED/ATTACHED,
- PLEASE SUBMIT YOUR SEALED QUOTATION/S ADDRESSED DIRECTLY TO:

DEBORAH S. LEGASPI
 Chairperson, FDA MEC - Bids and Awards Committee
 FOOD AND DRUG ADMINISTRATION
 #31 2/F LCI Bldg., Quimpo Blvd., Ecoland, Davao City
- DEADLINE OF SUBMISSION OF QUOTATION/S WILL BE BASED ON THE CLOSING DATE AND TIME OF PHILGEPS;
- LATE BIDS SHALL NOT BE ACCEPTED;
- FOR OTHER INQUIRIES/CONCERNS ABOUT THE ITEMS, PLEASE CONTACT **MR. TA ANTHONY D. EBREO** TELEPHONE NUMBER (082) 322-6201 or email at tadebreo@ftda.gov.ph;
- THE FOOD AND DRUG ADMINISTRATION RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS, DECLARE A FAILURE OF THE PROCUREMENT, OR NOT AWARD THE CONTRACT AT ANY TIME PRIOR TO CONTRACT AWARD IN ACCORDANCE WITH SECTION 41 OF RA 9184 AND ITS IRR, WITHOUT INCURRING ANY LIABILITY TO THE AFFECTED BIDDER OR BIDDERS.