

REQUEST FOR QUOTATION

Date 18-Mar-2022
Quotation No. NP-Shopping-2022-002-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**.

EBA MARIE ANTONETTE W. INIS
Chairperson, MEC- FDA Bids and Awards Committee

Name of Project: Procurement of Common Use Supplies for the Regional Field Office XI
Procurement Mode: NP-Shopping
Classification: Goods
Approved Budget for the Contract (ABC): PHP 230,003.25

ITEM DESCRIPTION/SPECIFICATION	UNIT	QTY.	COST PER ITEM	TOTAL PRICE OFFERED
INSECTICIDE, aerosol type	can	20	PHP 400.00	
LIQUID HAND SANITIZER, 500ml	bottle	6	PHP 250.00	
ALCOHOL, ethyl, 68%-72%, 1 Gallon	gallon	12	PHP 550.00	
PAPER, MULTICOPY, A4, 80 gsm	reams	136	PHP 200.00	
PAPER, MULTICOPY, Legal, 80 gsm	reams	50	PHP 250.00	
TISSUE, interfolded paper towel	pack	150	PHP 60.00	
BATTERY, dry Cell, size AA	pack	12	PHP 150.00	
BATTERY, dry Cell, size AAA	pack	8	PHP 200.00	
TAPE, electrical	roll	8	PHP 25.00	
TAPE, packaging, 48mm	roll	100	PHP 30.00	
TAPE, transparent, 24mm	roll	145	PHP 15.00	
TOILET TISSUE PAPER, 2-ply, 100% recycled	pack	7	PHP 120.00	
BROOM, soft, tambo	piece	8	PHP 85.00	
CLEANER, toilet and urinal	bottle	12	PHP 100.00	
DETERGENT BAR, 140g	piece	6	PHP 20.00	
DETERGENT POWDER, all-purpose, 1kg	pack	6	PHP 110.00	
DISINFECTANT SPRAY, aerosol type	can	45	PHP 400.00	
DUST PAN, non-rigid plastic	piece	3	PHP 75.00	
SODIUM HYPOCHLORITE, 3.785 liters	gallon	11	PHP 250.00	
LIQUID HAND SOAP, 500ml	bottle	25	PHP 200.00	
MOP BUCKET, heavy duty, hard plastic	unit	2	PHP 2,500.00	
RAGS, all cotton	buncle	6	PHP 100.00	
SCOURING PAD	pack	1	PHP 200.00	
TRASHBAG, GPP specs, black, 940mmx1016mm	pack	24	PHP 75.00	
WASTEBASKET, non-rigid plastic	piece	6	PHP 75.00	
MOUSE, OPTICAL, USB connection type	unit	5	PHP 200.00	
MOUSE, WIRELESS, USB	unit	3	PHP 300.00	
CLIP, backfold, 19mm	box	7	PHP 15.00	
CLIP, backfold, 25mm	box	18	PHP 20.00	
CLIP, backfold, 50mm	box	20	PHP 60.00	
DATA FILE BOX	piece	20	PHP 150.00	
ENVELOPE, DOCUMENTARY, for legal size document	box	10	PHP 900.00	
ENVELOPE, expanding, kraft, legal	box	3	PHP 1,000.00	
FASTENER, metal, non-sharp edges	box	10	PHP 80.00	
FOLDER, L-type, Legal	pack	4	PHP 150.00	
PAPER CLIP, vinyl/plastic coated, 33mm	box	10	PHP 10.00	
PAPER CLIP, vinyl/plastic coated, 50mm	box	5	PHP 20.00	
CUTTER/UTILITY KNIFE, for general purpose	piece	6	PHP 50.00	

PUNCHER, paper, heavy duty	piece	28	PHP	350.00
SCISSORS, symmetrical	pair	29	PHP	40.00
STAPLER, standard type	piece	25	PHP	300.00
STAPLER, heavy duty, binder type	unit	5	PHP	900.00
STAPLE REMOVER, plier type	piece	6	PHP	75.00
TAPE DISPENSER, table top	piece	2	PHP	70.00
INK CART, EPSON C13T664100 (T6641), Black	cart	132	PHP	400.00
FIRE EXTINGUISHER, dry chemical	unit	2	PHP	1,144.00
CLEARBOOK, 20 Transparent pockets, Legal	piece	25	PHP	38.41
SIGN PEN, black	piece	60	PHP	25.00
SIGN PEN, blue	piece	684	PHP	25.00
STAPLE WIRE, standard	box	8	PHP	30.00
<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: 20220318143750

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;
- 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:

EBA MARIE ANTONETTE W. INIS
 Chairperson, FDA MEC - Bids and Awards Committee
 FOOD AND DRUG ADMINISTRATION
 3/F BIOSITE MEDICAL INSTRUMENTS, 553 MANGGA ST., JUNA SUBD., MATINA, 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) 295-2904** or email at **tadebreo@fda.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.