

Republic of the Philippines
DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
Cordillera Administrative Region
#40 North Drive, Baguio City

REQUEST FOR QUOTATION

Quotation #: 2015-08-420
Date: 08-06-15
PR/PP#: 2015-02-066
Name of Project: Purchase of 3rd Quarter common supplies for DSWD-CAR
ABC: 107,876.19
Mode of Procurement: SVP

COMPANY / ESTABLISHMENT (this will be the name our CHEQUE IS payable to)
TIN No. (indicate if Vat or Non-Vat) : _____

Address _____

To all Eligible Bidders / Providers:

Please quote your lowest price inclusive of taxes on the item/s and submit it to the Office of the BAC Secretariat, 40 North Drive, Baguio City on or before 08-14-15. For further inquiries please contact Tel. No. 444-8129.

Amelyn P. Cabrera
AMELYN P. CABRERA
BAC Vice Chairperson *AM*

ITEM NO.	DETAILED DESCRIPTION	QTY	UNIT	BRAND OFFERED	UNIT PRICE	TOTAL PRICE
1	ALCOHOL, 70%, ethyl	82	bottle			
2	CLIP, backfold, 32mm, 12s/box	75	box			
3	ERASER, felt, for blackboard/ whiteboard	2	pc			
4	GLUE, all purpose, 200grams min.	30	jar			
5	MARKER, flourescent,, 3 colors/set	33	set			
6	MARKING PEN, whiteboard, bullet type, black	21	pc			
7	MARKING PEN, whiteboard, bullet type, blue	3	pc			
8	NOTE PAD, (2" x 2"), 400 sheets/pad	3	pad			
9	NOTE PAD, (2" x 3"), 100 sheets/pad	3	pad			
10	PAPER CLIP, gem type, jumbo, 50mm, 100s/box	8	box			
11	PENCIL, lead, w/ eraser, one (1) dozen per box	17	box			
12	PUSH PIN, flat head type, assorted colors, 100s/case	5	case			
13	SIGN PEN, black	88	pc			
14	STAPLE REMOVER, plier type	3	pc			
15	BALLPEN, finepoint, black	223	pc			
16	PAPER, Photopaper, A4, 20s	9	pack			
17	PAPER, Specialty, cream, A4, 250 gsm, 10s	15	pack			
18	CARTOLINA, white, 20s/ pack	13	pack			
19	FILE ORGANIZER, expanding, legal, plastic, assorted colors	5	pc			
20	ILLUSTRATION BOARD, (30" x 40"), 2 ply	5	pc			
21	ACETATE, gauge #3, 50 m in length	1	roll			
22	MOUSE, optical, USB connection type	3	pc			
23	FOLDER, clear plastic, 1-type, legal size, 50s/pack	5	pack			
24	NOTEBOOK, stenographer's, 40 leaves, ruled both sides	50	pc			
25	WRAPPING PAPER, kraft, 65gsm, approx. 40m	1	roll			
26	NOTE PAD, 1 7/8 x 1 7/8, multicolor	5	pad			
27	TONER CARTRIDGE, Brother Tn2060	6	pc			
28	INK CARTRIDGE, Lexmark #17, black, pN 10N0217	9	cart			
29	INK CARTRIDGE, Epson C13T105290, Cyan, for printer Stylus T10/T11/ T13/ T30/T20E/C79/C90/TX100/TX110/TX111/TX200/TX210/TX400/TX500W/TX300F/TX510FN/TX600FW/CX3900/CX5500/CX5900/CX6900F/CX8300/CX9300F, Pigment - 73N	3	cart			
30	INK CARTRIDGE, Epson C13T105390, Magenta, for printer Stylus T10/T11/ T13/ T30/T20E/C79/C90/TX100/TX110/TX111/TX200/TX210/TX400/TX550W/TX300F/TX510FN/TX600FW/CX3900/CX5500/CX5900/CX6900F/CX8300/CX9300F, Pigment - 73N	3	cart			
31	INK CARTRIDGE, Epson C13T105490, Yellow, for printer Stylus T10/T11/ T13/ T30/T20E/C79/C90/TX100/TX110/TX111/TX200/TX210/TX400/TX550W/TX300F/TX510FN/TX600FW/CX3900/CX5500/CX5900/CX6900F/CX8300/CX9300F, Pigment - 73N	3	cart			
32	TONER CARTRIDGE, HP CE278A, black, for HP LaserJet P1566, P1606dn, M1536dnf printer	10	cart			
33	TONER CARTRIDGE, Brother TN-2130	3	cart			
34	INK CARTRIDGE, HP CC643WA (HP 60), tricolor, 13ml, for HP Deskjet D2560, F4230, F4250, F4280 All-in-one	3	cart			
35	INK CARTRIDGE, HP CC643WA (HP 60XL), tricolor, 13ml, for HP Deskjet D2560, F4230, F4250, F4280 All-in-one	1	cart			
Total Price						

The place of delivery of the items/supplies/materials/equipment is at DSWD-CAR located at #40, North Dive, Baguio City.

• Award shall be made on per:

Item basis

Lot Basis

Total Quoted Price

TERMS AND CONDITIONS

- Quotations in excess of the ABC will be REJECTED.
- All Entries must be typewritten/printed/longhand. Any erasures in the quotation must be initialled by the bidder / representative, else it will be rejected.
- If necessary, the BAC through the TWG, may require an ocular inspection of the venue/ place of business.
- Delivery of Goods/Materials/equipment is 10 calendar days upon receipt of Purchase Order/Job Order.
- Price validity shall be for a period of 30 calendar days.
- The award of contract shall be made to the lowest quotation that complies to the minimum specifications and the terms and conditions stated herein.
- The procuring entity shall require The Lowest Calculated Responsive Bidder (LCRB) to submit the eligibility documents required under R.A 9184 before issuance of award/PO/JO/LO.
 - Updated DTI Permit/ SEC/ CDA
 - Updated Mayor's Permit
 - Tax Clearance per Executive Order 398 Series of 2005 as finally reviewed & approved by the BIR
 - PhilGEPS Registration for amount above P50,000
- If the LCRB fails to deliver the required goods / services it shall be disqualified from participating on future procurement activities to be conducted by DSWD-CAR.
- Liquidated damages equivalent to one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The PE shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

Note: **NO GIFT ALLOWED** Pursuant to provisions of Republic Act no. 6713, otherwise known as the Code of Conduct and Ethical Standards for Public Officials and Employees.

After having carefully read and accepted your terms and conditions, I/We submit our bid on the items quoted above.

Canvasser
Printed Name/Signature

Printed Name/ Signature

Tel. No. / Cellphone No./Address

JAG / HDO / elal

