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Procurement Opportunities

Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 7130277
Procuring Entity DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES - REGION XI
Title Supply and Delivery of Office, Janitorial and Computer Supplies/Consumables Items-Non-Procurement Service Items
Area of Delivery Davao Del Sur

		Status	Pending
Solicitation Number:	20-07-249		
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	0
Category:	Office Supplies and Devices	Date Published	24/07/2020
Approved Budget for the Contract:	PHP 995,000.00	Last Updated / Time	23/07/2020 10:47 AM
Delivery Period:	30 Day/s	Closing Date / Time	05/08/2020 14:00 PM
Client Agency:			
Contact Person:	Elizabeth M. Ragaza Administrative Officer V Lanang Davao City Davao Del Sur Philippines 8000 63-82-2250645 63-82-2250645 procurementsection_rx1@yahoo.com		
Description			
Please see attached RFQ no.20-07-249 (associated components) for details.			

Created by Elizabeth M. Ragaza
Date Created 23/07/2020

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Republic of the Philippines
DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
Office of the Regional Executive Director
 Region XI, Lanang, Davao City

REQUEST FOR QUOTATION

Date: JUL 23 2022
 Quotation No.: 20-07-249
 Division/Section: Conso (All end users)

Company Name: _____
 Address: _____

Please quote your lowest price on the item/s listed below, subject to the General Conditions on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than _____ in the return envelope attached herewith.


ATTY. CHELIN JOAN G. SONZA-ALUG
 Procurement Officer

- NOTE:**
- 1 ALL ENTRIES MUST BE TYPEWRITTEN.
 - 2 DELIVERY PERIOD WITHIN ____ CALENDAR DAYS.
 - 3 WARRANTY SHALL BE FOR A PERIOD OF Six (6) MONTHS FOR SUPPLIES & MATERIALS ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY PROCURING ENTITY.
 - 4 PRICE VALIDITY SHALL BE FOR A PERIOD OF ____ CALENDAR DAYS.
 - 5 G-EPIS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION.
 - 6 BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED.

ITEM NO.	UNIT	ITEM & DESCRIPTION	QTY.	UNIT PRICE
		Office Office/Janitorials/computer Supplies/consumables items- Non- Procurement Service items		
		COMMON OFFICE SUPPLIES		
1	pieces	Ballpen, black	190	
2	pieces	Ballpen, red	5	
3	pieces	COMB RING (RING BINDER), PLASTIC, 6MM	10	
4	bottles	Correction Fluid	6	
5	pieces	Correction Fluid (Pen type)	10	
6	pieces	Envelope, brown, Long	100	
7	pieces	ENVELOPE, Brown, Expanded, Long	30	
8	pieces	FASTENER, Paper, Plastic	5	
9	pieces	FOLDER, Brown (long)	180	
10	pieces	FOLDER, hardbound expanded w/ metal tab (long)	50	
11	pieces	FOLDER, Hardbound Expanding (long)	145	
12	boxes	INDEX TAB, self-adhesive, transparent	10	
13	pieces	CUTTER BLADE, for heavy duty cutter	1	
14	bottles	GLUE 130 grms	5	
15	pads	Memo Pad (1/4size)	10	
16	pads	Notepad, sticky note 5 x 5	15	

Brand and Model: _____
 Delivery Period: _____
 Warranty: _____
 Price Validity: _____

After having carefully read and accepted your General Conditions, I / We quote you on the item at the prices noted above.

 Printed Name/Signature

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ITEM NO.	UNIT	ITEM & DESCRIPTION	QTY.	UNIT PRICE
		Office Equipment and Accessories		
17	pieces	Scissor, Big 12 inches	5	
18	pieces	Ballpen fine line water and fade proof pigment ink, 0.8(black)	120	
19	pieces	BATTERY CHARGER, AAA Slot	1	
20	pieces	BATTERY, 23A Gassner	10	
21	pieces	BATTERY, Rechargeable, AAA, 2000mAh or higher	12	
22	pieces	Frame A4 Size (for Certificate)	25	
23	pieces	LEAD for Mechanical pencil, # 0.5	40	
24	pieces	Mechanical lpencil #0.5	42	
25	pieces	Post-it, Sign here	59	
26	pieces	TAPE, Double Sided Adhesive	3	
27	rolls	TAPE, Duct 2 inches (48mm)	16	
28	rolls	Tape, masking 1 1/2 (48mm)	5	
29	pcs	ID holder(4inches x 6inches) with Sling	200	
30	piece	Technical Pen (1.0)	30	
31	piece	Technical Pen (0.8)	30	
32	piece	Technical Pen (0.5)	30	
33	piece	Technical Pen (0.3)	30	

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ITEM NO.	UNIT	ITEM & DESCRIPTION	QTY.	UNIT PRICE
34	piece	Technical Pen (0.2)	30	
35	piece	Rubber Tape	5	
		Paper Materials and Products		
36	pieces	BOOK, Record book 100 pages	10	
37	reams	Paper bond , short, color pink 80gsm	10	
38	reams	Paper bond, short, color green 80gsm	1	
39	reams	Paper Bond, short 80gsm	136	
40	pieces	Filler Notes	200	
		COMMON JANITORIAL SUPPLIES		
41	bottles	Cleaner, glass, 500 ml.	6	
42	bottles	CLEANER, TOILET BOWL AND URINAL, 900ml-1000ml cap	17	
43	bottles	Dishwashing Liquid 250 ml.	30	
44	bottles	Disinfectant, bleaching solution 500ml	24	
45	bottles	Disinfectant, bleaching solution 900-1000ml	8	
46	bottles	Fabric conditioner 900-1000 ml	15	
47	bottles	Liquid hand soap (250ml)	1	
48	pieces	Toilet Deodorant cake	10	
49	rolls	Trashbag, black, 10pcs/rol, Extra large	18	

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ITEM NO.	UNIT	ITEM & DESCRIPTION	QTY.	UNIT PRICE
50	rolls	Trashbag, black, 10pcs/roll Medium	5	
51	rolls	Trashbag, black, 10pcs/roll small	10	
52	rolls	TRASHBAG, black, 10pcs/roll, large	10	
		Cleaning Equipment and Supplies		
53	pieces	Car Freshener (car vent type)	8	
54	packs	Liquid bond, heavy duty	4	
		COMMON ELECTRICAL SUPPLIES		
55	units	Extension Wire, heavy duty 6 Gang	1	
		Lighting and fixtures and accessories		
56	tubes	Fluorescent lamp, tubular, LED, 40 watts	2	
57	tubes	Fluorescent lamp, tubular, LED, 15 watts	50	
58	tubes	Ligth Bulb, LED, 9 watts 1 pc in individual box	50	
59	pieces	Starter, Flourescent	2	

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ITEM NO.	UNIT	ITEM & DESCRIPTION	QTY.	UNIT PRICE
		Computer Supplies	0	
60	cartridges	Drum for (HP17A toner) part. No. 19A	3	
61	bottles	Ink, for Brother, BT 5000, cyan	15	
62	bottles	Ink, for Brother , BT 5000, magenta	15	
63	bottles	Ink, for Brother, BT 5000, yellow	15	
64	bottles	Ink, for Brother, BT 6000, black	31	
65	bottles	Ink cart. for Epson part no. 003, black	130	
66	bottles	Ink cart. for Epson part no. 003, cyan	107	
67	bottles	Ink cart. for Epson part no. 003, magenta	107	
68	bottles	Ink cart. for Epson part no. 003, yellow	107	
69	bottles	INK cart, fo EPSON C13T664100 (T6641), Black	59	
70	bottles	INK CART, for EPSON C13T664200 (T6642), Cyan	43	
71	bottles	INK CART, for EPSON C13T664300 (T6643), Magenta	40	
72	bottles	INK CART, for EPSON C13T664400 (T6644), Yellow	40	
73	cartridges	INK CART, for HP CZ121A (HP685A), Black	20	
74	cartridges	INK CART, for HP CZ122A (HP685A), Cyan	20	
75	cartridges	INK CART, for HP CZ123A (HP685A), Magenta	20	
76	cartridges	INK CART, for HP CZ124A (HP685A), Yellow	20	

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ITEM NO.	UNIT	ITEM & DESCRIPTION	QTY.	UNIT PRICE
77	cartridges	Ink Cart. , for HP Office Jet 7110 Wide Format ePrinter - , Ink cartridge (HP 932XL-Black)	2	
78	cartridges	Ink Cart. , for HP Office Jet 7110 Wide Format ePrinter - , Ink cartridge (HP 932XL-cyan)	2	
79	cartridges	Ink Cart. , for HP Office Jet 7110 Wide Format ePrinter - , Ink cartridge (HP 932XL-Magenta)	2	
80	cartridges	Ink Cart. , for HP Office Jet 7110 Wide Format ePrinter - , Ink cartridge (HP 932XL-yellow)	2	
81	bottles	Ink Bottle, for HP GT51, black	4	
82	bottles	Ink Bottle, for HP GT52, cyan	3	
83	bottles	Ink Bottle, for HP GT52, magenta	3	
84	bottles	Ink Bottle, for HP GT52, yellow	3	
85	cartridges	TONER CART, for HP CF217A (HP17A) Black LaserJet	6	
86	pieces	Mouse Pad, thick	5	
		Common ICT Equipment	0	
87	pieces	Flash Drive - 32 GB	13	
88	units	Keybaord usb type	6	
89	pieces	USB Hub, at least meter wire connection	5	
90	units	UPS- 1000 watts	1	
91	unit	Keyboard for Acer-Aspire E 15 with Intel i7	1	

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