



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number	8408390
Procuring Entity	NATIONAL HOME MORTGAGE FINANCE CORPORATION
Title	SUPPLY AND DELIVERY OF VARIOUS OFFICE SUPPLIES
Area of Delivery	Metro Manila

Solicitation Number:	22-01-028	Status	In-Preparation
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Shopping - Ordinary/Regular Office Supplies & Equipment (Sec. 52.1.b)	Bid Supplements	0
Classification:	Goods	Document Request List	0
Category:	Office Supplies and Devices	Date Published	08/02/2022
Approved Budget for the Contract:	PHP 399,400.00	Last Updated / Time	07/02/2022 21:38 PM
Delivery Period:		Closing Date / Time	11/02/2022 13:00 PM
Client Agency:			
Contact Person:	EDEM D. ABONITALLA RECORDS OFFICER III Filomena Bldg. III, 104 Amorsolo St., Makati City Metro Manila Philippines 1229 63-02-8931501 Ext.378 63-02-8176021 redeemer_abonitalla18@yahoo.com		

Description

SUPPLY AND DELIVERY OF VARIOUS OFFICE SUPPLIES

Note: Attached latest copy of the following documents:

1. Philgeps Organization Information (PDF or JPEG format)
2. Mayors and Business Permit
3. DTI and Sec Registration
4. Certificate of Registration (BIR Form 2303)
5. Tax Clearance Certificate

pls. send sealed bids c/o Mr. Nepomuceno SA. Reyes, Jr. or Mr. Edem Abonitalla at 3/f General Services Division or fax at 8817-6021.

You may also email your Quotations to redeemer_abonitalla18@yahoo.com.

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	SIGN PEN, BLACK	0.5MM, BALL NEEDLE POINT, LIQUID GEL, PENTEL, ENERGEL	240	Piece	21,600.00
2	SIGN PEN, BLUE	0.5MM, BALL NEEDLE POINT, LIQUID	120	Piece	10,800.00

		GEL, PENTEL, ENERGEL			
3	PAPER CLIP	VINYL/PLASTIC COAT, LENGTH: 48MM	100	Box	2,000.00
4	PAPER CLIP	VINYL/PLASTIC COAT, LENGTH: 32MM	100	Box	1,500.00
5	FASTENER	METAL, 70MM	100	Box	3,500.00
6	STAPLE WIRE	#35, METAL, 5000 PCS/BOX	100	Box	3,000.00
7	TAPE, PACKAGING	WIDTH: 48MM (2")	100	Roll	4,500.00
8	TAPE MASKING	WIDTH: 24MM (1")	300	Roll	10,500.00
9	BATTERY, DRY CELL	AA , 2 PCS/PACK, EVEREADY	200	Pack	14,000.00
10	BATTERY, DRY CELL	AAA , 2 PCS/PACK, EVEREADY	200	Pack	14,000.00
11	RECORD BOOK	300 PAGES	50	Piece	3,500.00
12	LOOSELEAF COVER	CHIPBOARD, 50 SETS/BUNDLE	10	Bundle	15,000.00
13	FOLDER, WITH TAB	LEGAL, 100 PCS/PACK	20	Pack	8,000.00
14	PAPER, BOND, LONG	80GSM, 500 SHEETS/REAM	400	Ream	96,000.00
15	PAPER, BOND, SHORT	80GSM, 500 SHEETS/REAM	400	Ream	84,000.00
16	PAPER, BOND, A4	80GSM, 500 SHEETS/REAM	400	Ream	80,000.00
17	COMPUTER FORM	11X14-7/8, (SHORT) 1PLY, 2000 SHEETS/BOX	25	Box	27,500.00

Created by EDEM D. ABONITALLA

Date Created 07/02/2022

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REQUEST FOR QUOTATION (RFQ)

February 8, 2022

Date

Reference No.:

Solicitation No.: 22-01-028

Attention: PROCUREMENT SECTION
c/o The Chief, General Services Division
National Home Mortgage Finance Corporation
3rd Floor, Filomena Building,
104 Amorsolo Street, Legaspi, Village, Makati City

1. Having examined the subject Request for Quotation (RFQ) including the Technical Specifications, we the undersigned offer to supply and deliver the following:

QTY.	DESCRIPTION	UNIT COST	TOTAL COST
240 pcs	SIGN PEN, BLACK, 0.5MM, BALL NEEDLE POINT, LIQUID GEL, PENTEL, ENERGEL		
120 pcs	SIGN PEN, BLUE, 0.5MM, BALL NEEDLE POINT, LIQUID GEL, PENTEL, ENERGEL		
100 bxs	PAPER CLIP, VINYL/PLASTIC COAT, LENGTH: 48MM		
100 bxs	PAPER CLIP, VINYL/PLASTIC COAT, LENGTH: 32MM		
100 bxs	FASTENER, METAL, 70MM		
100 bxs	STAPLE WIRE, #35, METAL, 5000 PCS/BOX		
100 rls	TAPE, PACKAGING, WIDTH: 48MM (2")		
300 rls	TAPE MASKING, WIDTH: 24MM (1")		
200 pcks	BATTERY, DRY CELL, AA , 2 PCS/PACK, EVEREADY		
200 pcks	BATTERY, DRY CELL, AAA , 2 PCS/PACK, EVEREADY		
50 pcs	RECORD BOOK, 300 PAGES		
10 bdls	LOOSELEAF COVER, 50 SETS/BUNDLE		
20 pcks	FOLDER, WITH TAB, LEGAL, 100 PCS/PACK		
400 rms	PAPER, BOND, LONG, 80GSM, 500 SHEETS/REAM		
400 rms	PAPER, BOND, SHORT, 80GSM, 500 SHEETS/REAM		
400 rms	PAPER, BOND, A4, 80GSM, 500 SHEETS/REAM		
25 bxs	COMPUTER FORM, 11X14-7/8, (SHORT) 1PLY, 2000 SHEETS/BOX		

2. We undertake, if our Quotation or bid is accepted, to deliver the above goods within the seven (7) / fifteen (15) / thirty (30) day delivery period from receipt of Purchase Order (PO).
3. We agree to abide by this Quotation/bid for a period of sixty (60) days after the deadline of submission specified in the RFQ.
4. We understand that payment for items delivered will be made to the winning supplier after the inspection and acceptance of goods delivered.

Very truly yours,

(Signature over printed name)

Name of Company

Address

Telephone & Fax No.

Email Address
