



## Bid Notice Abstract

### Request for Quotation (RFQ)

<b>Reference Number</b>	8612952
<b>Procuring Entity</b>	NATIONAL HOME MORTGAGE FINANCE CORPORATION
<b>Title</b>	Supply and Delivery of Various Office Supplies
<b>Area of Delivery</b>	Metro Manila

<b>Solicitation Number:</b>	22-04-128	<b>Status</b>	<b>In-Preparation</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	1
<b>Procurement Mode:</b>	Shopping - Ordinary/Regular Office Supplies & Equipment (Sec. 52.1.b)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	0
<b>Category:</b>	Office Supplies and Devices	<b>Date Published</b>	21/04/2022
<b>Approved Budget for the Contract:</b>	PHP 346,300.00	<b>Last Updated / Time</b>	20/04/2022 08:12 AM
<b>Delivery Period:</b>		<b>Closing Date / Time</b>	26/04/2022 13:00 PM
<b>Client Agency:</b>			
<b>Contact Person:</b>	EDEM D. ABONITALLA RECORDS OFFICER III Filomena Bldg. III, 104 Amoroso 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/updated copy of the following documents:

1. Philgeps Registration Number or Organization Profile
2. Mayors/Business Permit
3. DTI or Sec Registration
4. Certificate of Registration (BIR Form 2303)
5. Tax Clearance Certificate

You may send your Quotations c/o Mr. Nepomuceno SA. Reyes, Jr. or Mr. Edem Abonitalla thru the following:

- Sealed bids at 3/f General Services Division, Filomena Bldg. III, 104 Amoroso St., Legaspi Village, Makati
- Fax Quotations at Telefax No.: 8817-6021
- Email at redeemer\_abonitalla18@yahoo.com

For further inquiries you may call NHMFC-General Services Division Procurement Section at 8893-1501 loc. 378 and look for Mr. Edem Abonitalla & Ms. Keth Decripito.

#### Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Insecticide	Aerosol Type, 50ml	60	Can	18,000.00

2	Air Freshener	Aerosol, 280ml/150g min	60	Can	15,000.00
3	Data File Box	box with close ends, W = 125mm, H = 230mm, L = 400mm	50	Piece	5,000.00
4	PUNCHER	HEAVY DUTY	50	Piece	7,500.00
5	Rubber Band	70mm min lay flat length (#18)	50	Box	6,500.00
6	Clip, Backfold	19mm	120	Box	1,800.00
7	Clip, Backfold	25mm	120	Box	2,400.00
8	Clip, Backfold	50mm	120	Box	6,600.00
9	Notebook, Stenographer	Spiral 40 Leaves	100	Piece	3,500.00
10	Tape, Packaging	width: 48 (+1mm), brown	200	Piece	8,000.00
11	Tape, Scotch	width:24mm	200	Piece	4,000.00
12	Paper, Bond	short, 80 GSM	400	Ream	88,000.00
13	Paper, Bond	A4, 80 GSM	400	Ream	80,000.00
14	Paper, Bond	Long, 80 GSM	400	Ream	100,000.00

**Created by** EDEM D. ABONITALLA

**Date Created** 20/04/2022

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## REQUEST FOR QUOTATION (RFQ)

April 21, 2022

Date

Reference No.: \_\_\_\_\_

Solicitation No.: 22-04-128

Attention: **PROCUREMENT SECTION**  
**c/o The Chief, General Services Division**  
**National Home Mortgage Finance Corporation**  
**3<sup>rd</sup> 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
60 cans	Insecticide, Aerosol Type, 50ml		
60 cans	Air Freshener, aerosol, 280ml/150g min		
50 pcs	Data File Box, box with close ends, W = 125mm, H = 230mm, L = 400mm		
50 pcs	Puncher, Heavy Duty		
50 bxs	Rubber Band, 70mm min lay flat length (#18)		
120 bxs	Clip, Backfold 19mm		
120 bxs	Clip, Backfold, 25mm		
120 bxs	Clip, Backfold, 50mm		
100 pcs	Notebook, Stenographer Spiral 40 Leaves		
200 rls	Tape, Packaging, width: 48 (+1mm), brown		
200 rls	Tape, Scotch 24mm		
400 rms	Paper, Bond, short, 80 GSM		
400 rms	Paper, Bond, A4, 80 GSM		
400 rms	Paper, Bond, long, 80 GSM		
			Php

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