



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 9831434
Procuring Entity NATIONAL HOME MORTGAGE FINANCE CORPORATION
Title Supply and Delivery of Various Office Supplies
Area of Delivery Metro Manila

Solicitation Number:	23-06-543	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	08/06/2023
Approved Budget for the Contract:	PHP 500,000.00	Last Updated / Time	07/06/2023 16:54 PM
Delivery Period:		Closing Date / Time	13/06/2023 08:00 AM
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

2000 pcs BALLPEN, Black
 400 packs COLORED/FILE TAB, DIVIDER, legal, 5 colors per set
 120 cans DISINFECTANT SPRAY, Aerosol Type, min. 400G
 100 pcs NOTEBOOK STENO, Spiral, 40 leaves, ruled both sides
 100 pcs SCISSOR, Length: min. 6"
 100 bxs STAPLE WIRE, Standard, 26/6
 100 pcs INK CART, HP (680), Black original
 100 pcs INK CART, HP (680), Colored original

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. Edmundo P. Garais or Mr. Edem Abonitalla thru the following:
 - Sealed bids at 3/f General Services Division, Filomena Bldg. III, 104 Amorsolo 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.

Created by EDEM D. ABONITALLA
Date Created 07/06/2023

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REQUEST FOR QUOTATION (RFQ)

Date

Reference No.: _____
Solicitation No.: 23-06-543

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
2000 pcs	BALLPEN, Black		
400 packs	COLORED/FILE TAB, DIVIDER, legal, 5 colors per set		
120 cans	DISINFECTANT SPRAY, Aerosol Type, min. 400G		
100 pcs	NOTEBOOK STENO, Spiral, 40 leaves, ruled both sides		
100 pcs	SCISSOR, Length: min. 6"		
100 bxs	STAPLE WIRE, Standard, 26/6		
100 pcs	INK CART, HP (680), Black original		
100 pcs	INK CART, HP (680), Colored original		

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