



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 9952314
Procuring Entity NATIONAL HOME MORTGAGE FINANCE CORPORATION
Title Supply and Delivery of Various Office Supplies
Area of Delivery Metro Manila

Solicitation Number:	23-07-665	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	18/07/2023
Approved Budget for the Contract:	PHP 370,000.00	Last Updated / Time	17/07/2023 18:02 PM
Delivery Period:		Closing Date / Time	21/07/2023 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

100 packs BATTERY, AA (2pcs/pack)
 300 pcs CORRECTION TAPE, 8M
 50 pcs DATA FILER, w/ close ends, chipboard 3mm thick, W=125 H=230 L=400mm
 100 bxs FASTENER, metal
 50 pcs INK, BROTHER (LC3617), Black original
 50 pcs INK, BROTHER (LC3617), Cyan original
 50 pcs INK, BROTHER (LC3617), Magenta original
 50 pcs INK, BROTHER (LC3617), Yellow original
 100 pcs INK, EPSON (003), Black original
 10 bundles LOOSELEAF COVER, legal (50 sets/bndl)
 200 reams PAPER, MULTICOPY, short 80gsm
 200 reams PAPER MULTICOPY legal 80gsm
 200 reams PAPER MULTICOPY A4 80gsm
 200 reams PAPER, MIMEO, short, subs. 20

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 17/07/2023

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REQUEST FOR QUOTATION (RFQ)

Date

Reference No.: _____

Solicitation No.: 23-07-665

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
	Supply and Delivery of:		
100 packs	BATTERY, AA (2pcs/pack)		
300 pcs	CORRECTION TAPE, 8M		
50 pcs	DATA FILER, w/ close ends, chipboard 3mm thick, W=125 H=230 L=400mm		
100 bxs	FASTENER, metal		
50 pcs	INK, BROTHER (LC3617), Black original		
50 pcs	INK, BROTHER (LC3617), Cyan original		
50 pcs	INK, BROTHER (LC3617), Magenta original		
50 pcs	INK, BROTHER (LC3617), Yellow original		
100 pcs	INK, EPSON (003), Black original		
10 bndl	LOOSELEAF COVER, legal (50 sets/bndl)		
200 rms	PAPER, MULTICOPY, short 80gsm		
200 rms	PAPER MULTICOPY legal 80gsm		
200 rms	PAPER MULTICOPY A4 80gsm		
200 rms	PAPER, MIMEO, short, subs. 20		

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