



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 10072783
Procuring Entity NATIONAL HOME MORTGAGE FINANCE CORPORATION
Title Supply and Deliver of 100 bxs Expanding Envelope Kraft and 200 rls Tape, Transparent, 1inch
Area of Delivery Metro Manila

Solicitation Number:	23-08-747	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	25/08/2023
Approved Budget for the Contract:	PHP 82,000.00	Last Updated / Time	24/08/2023 14:35 PM
Delivery Period:		Closing Date / Time	31/08/2023 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 Deliver of 100 bxs Expanding Envelope Kraft and 200 rls Tape, Transparent, 1inch

100 boxes Envelope, Expanding, Kraft, Brown (100pcs/box)
200 rolls Tape, Transparent, 1inch, Length: 50 meters

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. Aljomar Han Pacasum 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 aljomarhan.pacasum@nhmfc.gov.ph

For further inquiries you may call NHMFC-General Services Division Procurement Section at 8893-1501 loc. 378 and look for Mr. Aljo Pacasum.

Created by EDEM D. ABONITALLA

Date Created 24/08/2023

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NATIONAL HOME MORTGAGE FINANCE CORPORATION

August 24, 2023

To all prospective bidders:

Subject: Supply and Deliver of 100 boxes Expanding Envelope Kraft and 200 rolls Tape, Transparent

Dear Sir/Madam:

The National Home Mortgage Finance Corporation (NHMFC) is inviting all interested parties to submit proposals for the **Supply and Deliver of 100 boxes Expanding Envelope Kraft and 200 rolls Tape, Transparent** with an Approved Budget for the Contract of **Php 82,000.00** inclusive of all applicable taxes and fees. The details of the requirements are provided in the attached Request For Quotations (RFQ).

Interested parties may submit their proposals, along with other documentary requirements indicated in the RFQ, in a sealed envelope to the address below or through electronic submission of portable document format at **aljomarhan.pacasum@nhmfc.gov.ph** on or before **August 31, 2023 at 8:00 a.m.**:

Attention : Mr. Edmundo P. Garais
Chief of Division, General Services Division
c/o Procurement Section
National Home Mortgage Finance Corporation
3rd Floor Filomena Building III, Amorsolo Street,
Legaspi Village, Makati City

For further inquiries, please email the Procurement Section, General Services Division at **aljomarhan.pacasum@nhmfc.gov.ph**.

Thank you.

Very truly yours,

EDMUNDO P. GARAIS
COD, GSD



FILOMENA BUILDING III, 104 AMORSOLO ST., LEGASPI VILLAGE, MAKATI CITY
TELEPHONE NUMBER 893-1501

REQUEST FOR QUOTATION (RFQ)

Date

Reference No.: _____

Solicitation No.: 23-08-747

Attention: PROCUREMENT SECTION
c/o The Chief of Division, 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 deliver of:		
100 boxes	Envelope, Expanding, Kraft, Brown (100pcs/box)		
200 rolls	Tape, Transparent, 1inch,		

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.
5. Attached latest/updated copy of the following documents:
 - Philgeps Registration Number or Organization Profile
 - Mayors/Business Permit, DTI or Sec Registration
 - Certificate of Registration (BIR Form 2303), Tax Clearance Certificate

Very truly yours,

(Signature over printed name)

Name of Company

Address

Telephone & Fax No.

Email Address