



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 7885513
Procuring Entity PLARIDEL WATER DISTRICT
Title For Office Supplies (AF 2021-07-013)
Area of Delivery Bulacan

Solicitation Number:	PLAWD 2021-07-066	Status	Pending
Trade Agreement:	Implementing Rules and Regulations	Associated Components	2
Procurement Mode:	Shopping	Bid Supplements	0
Classification:	Goods	Document Request List	0
Category:	Office Equipment Supplies and Consumables	Date Published	03/08/2021
Approved Budget for the Contract:	PHP 71,447.10	Last Updated / Time	02/08/2021 08:32 AM
Delivery Period:	7 Day/s	Closing Date / Time	09/08/2021 13:00 PM
Client Agency:			
Contact Person:	Jim Benzon R. Talavera BAC SECRETARIAT A. C. Reyes St., Poblacion, Plaridel, Bulacan Philippines 3004 63-044-7950102 Ext.103 63-044-7600229 plaridelwaterdistrictbac2017@gmail.com		

Description

PR No. AF 2021-07-013

Please quote your lowest price on the item/s listed below, subject to the General Conditions, stating the shortest time of delivery and submit your quotation duly signed by your authorized representative.

NOTE:

- 1) The approved budget for the contract is ₱71,447.11
- 2) All entries must be filled up as much as possible.
- 3) Service/Delivery period is within seven (7) calendar days.
- 4) Warranty shall be for a period of three (3) months for supplies and one (1) year for equipment from date of acceptance by the procuring entity.
- 5) Price validity shall be for a period of _____ calendar days.
- 6) PHILGEPS registration certificate shall be attached upon submission of the quotation.
- 7) Bidders shall submit original brochures showing certifications of the product being offered.
- 8) The bidder shall give sample/s of the item/s quoted.
- 9) The bidder shall bear the delivery/return cost of the sample/s.

PURPOSE: For Office Supplies

ITEM NO.	QTY/UNIT	DESCRIPTION	UNIT COST	TOTAL COST
1)	6 roll	TAPE, TRANSPARENT, width: 24mm (±1mm)		
2)	3 roll	TAPE, TRANSPARENT, width: 48mm (±1mm)		
3)	25 roll	TAPE, PACKAGING, width: 48mm (±1mm)		
4)	32 pack	BATTERY, dry cell, AA, 2 pieces per blister pack		
5)	15 pack	BATTERY, dry cell, AAA, 2 pieces per blister pack		
6)	49 pad	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min		
7)	58 pad	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min		
8)	71 pad	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min		
9)	31 reams	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm		
10)	23 reams	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm		

- 11) 36 reams PAPER, Multi-Purpose (COPY) A4, 70 gsm
- 12) 70 reams PAPER, Multi-Purpose (COPY) Legal, 70 gsm
- 13) 6 reams A3 297 x 429 mm paper 500 sheets
- 14) 3 box PENCIL, lead, w/ eraser, wood cased, hardness: HB
- 15) 26 box CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)
- 16) 28 piece CORRECTION TAPE, film base type, UL 6m min
- 17) 3 box ENVELOPE, DOCUMENTARY, for legal size document
- 18) 12 bundle FOLDER, FANCY, for legal size documents
- 19) 28 piece MARKER, PERMANENT, bullet type, black
- 20) 11 piece STAPLER, STANDARD TYPE, load cap: 200 staples min
- 21) 4 box Retractable ball pen - blue (50pcs./box)
- 22) 1 box Ballpen, Retractable, RED (50pcs./box)

Note:

Participating bidders "shall" submit sample/brochures of the item/s being quoted for testing, evaluation and acceptance by the end user.

****nothing follows**** TOTAL

PLARIDEL WATER DISTRICT

Plaridel, Bulacan

BAC CHECKLIST

- 1) Participating bidders shall submit samples/brochures of the item/s being quoted for evaluation and acceptance of the end-user.
- 2) All payments will be deducted by TAX
Please check the following:
For Goods For Services
(VAT) (VAT)
5% BIR Form 2307 (FVAT) 5% BIR Form 2307 (FVAT)
1% BIR Form 2307 (WHT) 2% BIR Form 2307 (WHT)
(NON-VAT) (NON-VAT)
1% BIR Form 2307 (FVAT) 1% BIR Form 2306 (FVAT)
1% BIR Form 2307 (WHT) 2% BIR Form 2307 (WHT)
- 3) Subject to retention money equivalent to 5% of the contract price.
The retention money period will be released after the warranty period of three months or when the items are consumed whichever comes first
- 4) Brand/Model:
- 5) Delivery Period:
- 6) Warranty Period:
- 7) Price Validity:
- 8) Terms of Payment:
- 10) Mode of payment:
- 11) CHECK PAYABLE TO:
- 12) Company Name:
- 13) Company Address:
- 14) Contact person:
- 15) Contact Number:
- 16) Email Address:
- 17) Tin Number:
- 18) Certificate of Registration (BIR)
- 19) Warranty Certificate
- 20) Availability of Stocks items available as of (Date)

Created by Jim Benzon R. Talavera

Date Created 30/07/2021

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