



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 8806579  
**Procuring Entity** PLARIDEL WATER DISTRICT  
**Title** Supply and Delivery of for Office Supplies (ADM 2022-07-025) (PLAWD 2022-07-071)  
**Area of Delivery** Bulacan

<b>Solicitation Number:</b>	PLAWD 2022-07-071	<b>Status</b>	<b>Pending</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	2
<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>	05/07/2022
<b>Approved Budget for the Contract:</b>	PHP 61,808.00	<b>Last Updated / Time</b>	04/07/2022 16:10 PM
<b>Delivery Period:</b>	7 Day/s	<b>Closing Date / Time</b>	11/07/2022 13:00 PM
<b>Client Agency:</b>			
<b>Contact Person:</b>	Jim Benzon R. Talavera BAC SECRETARIAT A. C. Reyes St., Poblacion, Plaridel, Bulacan Plaridel Bulacan Philippines 3004 63-044-7950102 Ext.103 63-044-7600229 plaridelwaterdistrictbac2017@gmail.com		

#### Description

PR No. ADM 2022-07-025

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 ₱61,808.00
- 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 ) 21 reams PAPER, MULTICOPY, A4, 80 gsm
- 2 ) 13 reams PAPER, MULTICOPY, Legal, 80gsm
- 3 ) 40 reams PAPER, Multi-Purpose, A4, 70 gsm
- 4 ) 64 reams PAPER, multi-purpose, legal, 70gsm
- 5 ) 29 pack BATTERY, dry Cell, size AA (2 pcs/pack)
- 6 ) 20 piece DATA FOLDER (Archfile)
- 7 ) 8 bundle FOLDER, legal (100 pcs/bundle)
- 8 ) 13 box FOLDER, pressboard (100 pcs/box)
- 9 ) 51 piece MARKER, permanent, black, bullet type
- 10 ) 7 piece MARKER, permanent, blue, bullet type
- 11 ) 4 box Retractable ball pen - blue (50 pcs/box)
- 12 ) 4 box Retractable ball pen - black (50 pcs/box)

NOTE:

Participating bidders "shall" submit samples/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** 04/07/2022

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