



Office of the Ombudsman

MINDANAO

Corner Earth and Libra Streets, GSIS Heights, Matina, Davao City

Website: www.ombudsman.gov.ph/www.philgeps.net.ph

REQUEST FOR QUOTATION

The Office of the Ombudsman – Mindanao Office, through its Bids and Awards Committee (BAC), as duly authorized to conduct Small Value Procurement/Shopping in accordance with Sections 53.9 and 52 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184, hereby invites all interested suppliers/bidders to offer their lowest government price.

Supplier:	Quotation No: 2019-36 APRIL
Address:	PR No: 19-04-053 dated 3 April 2019
	Remarks: 1st Canvass
Tel. No.	Date: April 15, 2019

ATTY. MARIA ILUMINADA S. LAPID-VIVA

Chairperson, Bids and Awards Committee,
Office of the Deputy Ombudsman for Mindanao
Earth corner Libra Streets, GSIS Heights,
Matina, Davao City

Dear Sir/Madam:

After having carefully read and accepted the Terms and Conditions of this RFQ and followed the Instructions to Bidders specified in Annex B, hereunder is our quotation/s for the item/s as follows:

Item No.	ABC (PhP.)	Qty./Unit	OMB-MIN SPECIFICATIONS		UNIT PRICE	TOTAL PRICE
	₱ 640,194.00	1 LOT	VARIOUS OFFICE SUPPLIES:			
1			120 btl., Alcohol, ethyl 70% with moisturizer	<input type="checkbox"/> Comply		
2			2 boxes, Carbon Film, PE, blue size 216mmx330mm	<input type="checkbox"/> Comply		
3			10 packs, Battery, dry cell, AA, pcs. per blister pack	<input type="checkbox"/> Comply		
4			10 packs, battery, dry cell, AAA, 2 pcs., per blister pack	<input type="checkbox"/> Comply		
5			125 rolls, tape transparent, width 24mmx100	<input type="checkbox"/> Comply		
6			20 pcs., DVD Rewritable, speed: 4x min, 4.7GB cap.	<input type="checkbox"/> Comply		
7			50 boxes, Clip, backfold, all metal clamping: 32mm	<input type="checkbox"/> Comply		
8			30 boxes, backfold, all metal clamping: 50mm	<input type="checkbox"/> Comply		
9			200 pcs., Correction tape, film base type, 8m	<input type="checkbox"/> Comply		
10			10 boxes, Envelope documentary legal size	<input type="checkbox"/> Comply		
11			20 boxes, Envelope Mailing white, XXX	<input type="checkbox"/> Comply		
12			10 boxes, Envelope Expanding Legal Size	<input type="checkbox"/> Comply		
13			20 boxes, Fastener Metal, between prongs	<input type="checkbox"/> Comply		

14			1 box, Folder Pressboard, legal, white	<input type="checkbox"/> Comply		
15			6 units. Calculator, compact 12 digit	<input type="checkbox"/> Comply		
16			20 pcs., Eraser rubber for pencil draft/writing	<input type="checkbox"/> Comply		
17			100 pcs., Pen signpen, black 1.0	<input type="checkbox"/> Comply		
18			2 pcs., Ribbon, Manual Typewriter	<input type="checkbox"/> Comply		
19			125 pcs., Signpen, black .5	<input type="checkbox"/> Comply		
20			125 pcs., Signpen, blue .5	<input type="checkbox"/> Comply		
21			100 pcs., Signpen, blue 1.0	<input type="checkbox"/> Comply		
22			50 pcs., Marker Permanent, broad type, black	<input type="checkbox"/> Comply		
23			50 pcs., Marker Permanent, broad type, blue	<input type="checkbox"/> Comply		
24			20 pcs., Marker Permanent, broad type, red	<input type="checkbox"/> Comply		
25			50 boxes, Staple wire no. 35, Bronze	<input type="checkbox"/> Comply		
26			75 boxes, Staple wire no. 10	<input type="checkbox"/> Comply		
27			5 pcs., Numbering Machine, 6-digit	<input type="checkbox"/> Comply		
28			10 boxes, Surgical Gloves, 100s/box	<input type="checkbox"/> Comply		
29			20 bks., Recordbook, 300 pages	<input type="checkbox"/> Comply		
30			20 bks., Recordbook, 500 pages	<input type="checkbox"/> Comply		
31			125 pcs., Glue paste pen	<input type="checkbox"/> Comply		
32			100 rms., Paper Multi-Purpose, A4, 70gsm, white	<input type="checkbox"/> Comply		
33			1,000 rms., Paper Multi-Purpose, Legal, 70gsm, white	<input type="checkbox"/> Comply		
34			5 rms., Paper Multi-Purpose, Legal, 70gsm, green	<input type="checkbox"/> Comply		
35			14 rms., Paper Multi-Purpose, Legal, 70gsm, pink	<input type="checkbox"/> Comply		
36			5 rms., Paper Multi-Purpose, Legal, 70 gsm, yellow	<input type="checkbox"/> Comply		
37			5 rms., Paper Multi-Purpose, A4, 70gsm, blue	<input type="checkbox"/> Comply		
38			10 pcs., Toner, Canon, Cartridge 319	<input type="checkbox"/> Comply		

39			10 pcs., Toner Cartridge, HP26A	<input type="checkbox"/> Comply		
40			150 pcs., Boxes for document storage (15"x12"x10")	<input type="checkbox"/> Comply		
41			20 pcks., Folder legal, brown, white innerside, 14pts	<input type="checkbox"/> Comply		
42			1,800 pcs., Folder document, Legal, Orange, 14pts	<input type="checkbox"/> Comply		
43			1,000 pcs., Folder documents, legal, Cream, 14pts	<input type="checkbox"/> Comply		
44			500 pcs., Folder documents, legal, Red, 14pts.	<input type="checkbox"/> Comply		
45			500 pcs., Folder documents, legal, Blue, 14pts.	<input type="checkbox"/> Comply		
46			200 pcs., Folder Expanded legal, Orange, 14pts	<input type="checkbox"/> Comply		
47			200 pcs., Folder expanded legal, Cream 14pts	<input type="checkbox"/> Comply		
48			200 pcs., Folder expanded legal, Red 14pts	<input type="checkbox"/> Comply		
49			200 pcs., Folder expanded legal, Blue 14pts.	<input type="checkbox"/> Comply		
50			3 pcs., Document Tray Organizer, metal, 3 layers	<input type="checkbox"/> Comply		

In compliance with GPPB Resolution No. 30-2017, a warranty retention money equivalent to the following shall be imposed:

- 1% for Expendable Supplies and to be release after 3 months period;
- 3% for Non-expendable Supplies and to be release after 1 year period

Deadline of Submission: _____ TOTAL PRICE: _____

*Important matters/General Terms and Conditions please see at the back

SUPPLIER'S REPRESENTATIVE
 (Printed Name)

BY THE AUTHORITY OF THE
 BIDS AND AWARDS COMMITTEE

[Signature] *4/15/17*
 ARIZONA MARTIN J. BOISER
 AGIO III/Head, BAC Secretariat

 Signature/Date

Note:
 Please state your PhilGeps Number: _____

Canvassed by: _____

Date: _____