



Date: June 18, 2021

## REQUEST FOR QUOTATION

Project Number:

Reference PR Number: 21-06-0388

Sir/Madam:

Please quote your best offer for the item/s listed below, subject to the Terms and Conditions provided. Submit your quotation duly signed by you or your duly authorized representative through email ([mcp.olofernes@philrice.gov.ph](mailto:mcp.olofernes@philrice.gov.ph) / courier - if sealed, addressed to **Mr. Kenieth T. Ballenas**) or fax at (085)343-0768 not later than **June 22, 2021**.

**KENIETH T. BALLENAS**  
BUYER/CANVASSER

**JASMIN J. REYES**  
RCF, PMO Focal Person

### PROCUREMENT TERMS AND CONDITIONS

- The Approved Budget for the Contract (ABC) is **Php 147,300.00**
- Prices quoted are subject to deduction of 5% VAT & 1% EWT (*for goods*) or 5% VAT & 2% EWT (*for services*).
- All bids in excess of the ABC will be rejected.
- Complete technical specifications. brand and model must be indicated in the price quotation for evaluation purposes.
- Delivery period shall be indicated in the quotation. Liquidated damages equivalent to 1/10 of 1% per day of delay for the value of undelivered items shall be imposed.
- Goods, supplies, equipment, or work done are subject to inspection/acceptance, PhilRice reserves the right to cancel, reject, or rebid the items which do not conform with the technical specifications.
- NEW** suppliers are required to submit a photocopy of **valid Mayor's Business Permit, valid PhilGEPS Registration Number and valid PCAB License (if applicable)** together with their quotations. Please disregard if you have submitted an updated copy/ies. This shall be subjected for validation.
- The winning Bidder is required to submit a photocopy of **Latest Income/Business Tax Return** and original copy of **Omnibus Sworn Statement** prescribed by the GPPB **PRIOR TO PAYMENT** of the goods delivered/services rendered.
- Supplier warrants that s/he has not given nor promised to give any money or gift to any PhilRice employee to secure this offer and to obtain an award.

**\*\*\* Partial Bids are Accepted \*\*\***

Item No.	Quantity	Unit	Item and Description	Unit Price	Total Amount
<b>Supply &amp; Delivery of Uncommon Supplies 3rd Quarter 2021</b>					
1	10	bottle	Brother BTD60 Black		
2	10	bottle	Brother BT5000 Yellow		
3	10	bottle	Brother BT5000 Magenta		
4	10	bottle	Brother BT5000 Cyan		
5	10	bottle	Canon G2000, Black		
6	10	bottle	Canon G2000, Yellow		
7	10	bottle	Canon G2000, Magenta		
8	10	bottle	Canon G2000, Cyan		
9	200	piece	ID Lace (50-red, 50-blue, 50-green, 50-black)		
10	100	piece	Certificate Jacket		
11	20	roll	Double Sided Tape (Heavy Duty) 2 inches		
12	20	roll	Double Sided Tape (Heavy Duty) 1 inch		
13	20	box	Marker Permanent, black (broad)		
14	20	box	Marker Permanent, blue (broad)		
15	20	box	Marker Permanent, red (broad)		
16	5	bundle	Manila Paper		
17	20	piece	Meter Stick (yellow)		
18	200	piece	Certificate Paper, Legal size (board type)		
19	10	box	Ballpen		
20	10	box	Mini Tacker Wire (4-8mm x 0.7mm)		
21	2	box	Refill Ink (Permanent Marker) Blue, 1 doz/box		
22	2	box	Refill Ink (Permanent Marker) Black, 1 doz/box		
23	2	box	Refill Ink (Whiteboard Marker) Blue, 1 doz/box		
24	2	box	Refill Ink (Whiteboard Marker) Black, 1 doz/box		
25	150	piece	Plastic Envelope w/ Holder (Legal,transparent,branded)		
26	5	piece	Signpen, Green		
27	9	piece	Battery Alkaline 23A		
28	5	pack	Rechargeable Battery (AA,AAA,23A)		
29	100	box	Surgical Mask, 3 ply (50 pcs/box)		
30	1	unit	Cheese Board		

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31	1	unit	Dart Board		
32	1	unit	Scrabble Board		
			x-x-x-x-x-x-x nothing follows x-x-x-x-x-x-x-x-x-x-x-x-x		

Delivery Period: ☐ 30 calendar days ☐ 15 calendar days ☐ 7 calendar days ☐ Others: \_\_\_\_\_

Place of Delivery: ☐ PhilRice AES ☐ ATI-OC ☐ Others: \_\_\_\_\_

Price Validity: ☐ 120 calendar days ☐ 60 calendar days ☐ 30 calendar days ☐ Others: \_\_\_\_\_

Warranty: ☐ 1 year ☐ 3 months ☐ Others: \_\_\_\_\_

Payment Term: ☐ 30 calendar days ☐ 15 calendar days ☐ Others: \_\_\_\_\_

After having carefully read and accepted the Procurement Terms & Conditions, I/We quote you on the item at prices noted above.

PRINTED NAME/SIGNATURE OF  
AUTHORIZED REPRESENTATIVE

Designation: \_\_\_\_\_

Company Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

**PhilGEPS Registration No.:** \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

PRRI RFQ Rev 5 Effectivity Date: Oct 29, 2019

**PhilRice Agusan, Basilisa, RTRomualdez, 8611 Agusan del Norte, Philippines**  
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