



Philippine Rice Research Institute

Agusan Branch Station
Basilisa, RT Romualdez, 8611 Agusan del Norte

Quality Rice. Quality Life.

Date: 2022-07-29

REQUEST FOR QUOTATION

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 not later than **August 02, 2022** to **mcp.olofernes@philrice.gov.ph** or send via fax or drop at PMU box at Procurement Management Unit (PMU), Basilisa, RT Romualdez, 8611 Agusan del Norte. For any clarification you may call/send through fax to **09088808976** or PMU no. **09088808976**.

Kenith T. Ballenas
BUYER/CANVASSER

Jasmin J. Reyes
Chief SRS

INSTRUCTIONS:

1. Accomplish this RFQ correctly and accurately.
2. Please do not leave any blank items. Indicate "0" if item being offered is for free and "NO BID" if no offer.
3. Do not alter the contents of this form in any way.
4. All technical specifications are mandatory. Fill in the column designated for technical specifications of your offer, you may specify the brand and model if applicable. Use additional sheet if needed or attach brochure.
5. Failure to follow these instructions will disqualify your quotation.
6. NEW suppliers/bidders are required to submit a photocopy/e-copy of valid Mayor's Business Permit, BIR Registration 2303, DTI/SEC/CDA Registration (whichever is applicable), valid PhilGEPS Registration Number and valid PCAB License (if applicable) together with their quotations. Please disregard if you have submitted an updated copy/ies to PMD. This shall be subjected for validation.

Procurement Project Title: Supply & Delivery of Common Office Supplies & Equipment not available in DBM-PS for the 3rd Quarter 2022
Procurement Project No.: RCEF-20 PR No.:

2022-07-0029, 2022-07-0027,
2022-07-0030, 2022-07-0028,
2022-07-0022, 2022-07-0036,
2022-07-0037, 2022-07-0023,
2022-07-0024, 2022-07-0031,
2022-07-0041, 2022-07-0026,
2022-07-0033, 2022-07-0034,
2022-07-0025, 2022-07-0042,
2022-07-0032,

Approved Budget of the Contract: 308,008.48

Item No.	Quantity	Unit	Item and Description		Unit Price	Total Amount
			Per Request	Offer		
1	100	piece	Alcohol, Ethyl alcohol, 68%-70%, Scented, 500ml per piece, branded			
2	50	gallon	Alcohol, Ethyl alcohol, 70 % Alcohol, Ethyl, 68%-72%, scented, 3.785 liters			
3	150	gallon	Alcohol, Isoprophyl alcohol, 70%			
4	10	pack	Battery, Dry cell, D, 1.5 volts, alkaline			
5	20	pack	Battery, Dry cell, AA, 2 pcs/blister pack			
6	20	pack	Battery, Dry cell, AAA, 2 pcs/ blister pack			
7	50	piece	Correction tape, Correction tape, film base type, UL 6m min			
8	30	piece	Sign pen, Blue, liquid/gel ink, 0.5 mm needle tip			

A food-secure and resilient Philippines
with empowered and prosperous farmers and fisherfolk



PRINTED NAME/SIGNATURE OF AUTHORIZED REPRESENTATIVE



DA-PhilRice Agusan Branch Station, Basilisa, RT Romualdez, 8611 Agusan del Norte
Telefax: (85) 806-0463; Tel.: (85) 806-0463, -0462, -0464 Email: agusan.station@philrice.gov.ph
PhilRice Field Office CMU, Sayre Highway, Musuan, Maramag, Bukidnon
Mobile no.: 0909-822-9813 Email: E-mail: philricefocmu.2019@gmail.com

RFQ Control No.: 2022-07-0022 (R)

9	60	box	Clip, Backfold. 19mm (3/4" width), 12 pcs/box			
10	52	piece	Sign pen, Black, liquid/gel ink, 0.5 mm needle tip			
11	50	pad	Notepad, Stick on, 3 x 4 "			
12	50	pad	Note pad, Stick on, 3x4"			
13	50	pad	Notepad, Stick-on, 3 x 3 "			
14	10	box	Notepad, Stick on, 3x3"			
15	10	box	Staple Wire, Staple wire No. 35, 26/6			
16	12	roll	Staple Wire, Stapler No. 35, 26/6			
17	12	roll	Tape, Masking tape, 1" (24mm x 50m)			
18	12	roll	Tape, Masking tape, 1"; (24mmx50m)			
19	12	roll	Tape, Packaging tape, 2" (48mm x 50m)			
20	12	roll	Tape, Packaging tape, 2"; (48mmx50m)			
21	12	roll	Tape, Transparent tape, width: 1" (24mm x 50m) (±1mm)			
22	60	piece	Tape, Transparent tape, width: 1"; (24mmx50m)			
23	60	piece	Sign pen, Black, liquid/gel ink, 0.5 mm needle tip			
24	60	piece	Sign pen, Black, liquid/gel ink, 0.5mm needle tip			
25	60	piece	Sign pen, Blue, liquid/gel ink, 0.5 mm needle tip			
26	60	piece	Sign pen, Blue, liquid/gel ink, 0.5mm needle tip			
27	60	piece	Sign pen, Red, liquid/gel ink, 0.5 mm needle tip			
28	60	piece	Sign pen, Red, liquid/gel ink, 0.5mm needle tip			
29	19	pad	Notepad, Stick-on, 3 x 3 "			
30	15	pad	Notepad, Stick on, 3 x 4 "			
31	19	pad	Notepad, Stick on, 2 x 3 "			
32	50	pad	Notepad, Stick on, 2 x 3 "			
33	50	pad	Notepad, Stick on, 2x3"			
34	100	ream	Paper, Plain paper copier, legal, min 80gsm. 216 x 330 mm			
35	100	ream	Paper, Plain paper copier, legal, min 80gsm. 216x330mm			
36	100	ream	Paper, Plain paper copier, A4, min 80gsm, 210 x 297mm			
37	100	ream	Paper, Plain paper copier, A4, min 80gsm, 210x297mm			
38	100	ream	Paper, Plain paper copier, legal, min 80gsm. 216 x 330 mm			
39	20	ream	Paper, Plain paper copier, A4, min 80gsm, 210 x 297mm			
40	10	ream	Paper, Plain Paper Copier, A3, 11.7" X 16 5", subs. 80gsm, 500's/ream			