



Request for Quotation (RFQ)/ Invitation to Quote (ITQ)

**REQUEST FOR QUOTATION
 World Bank (WB) Shopping**

Date: 04-Jun-24
Solicitation No.: RFQ-FMA6-29
PR No.: 2024-06-766/05-642

Sir/Madam:

Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods and non-consulting services in **Annex A**. Also, furnish us with descriptive brochures, catalogues, literatures and/or samples, if applicable.

If you are the exclusive manufacturer, distributor, or agent in the Philippines for the goods listed in Annex A please attach in your quotation a duly notarized certification to this effect.

Please accomplish and submit this form together with Annex A to the Procurement Unit, 2nd Floor, BFAR Regional Office III, Maimpis, City of San Fernando, Pampanga or email at bfar3bacgitnangluzon@gmail.com on or before **(Monday), June 17, 2024** **at 9:00AM**. For clarifications, you may contact us at telephone no. (045) 455-0878.

Very truly yours,

RALPHRANDT T. ATABAY
 BAC Chairperson

PhilGEPS Posted

Date: _____

Terms and Conditions:

- Specifications here in provided are the minimum requirements of the BFAR-FishCoRe. Hence a bidder must not offer lower specifications than required;
- Bidders/Suppliers may submit alternate offer provided that the BFAR-FishCoRe official canvass form shall be filled out with the offered brand/model (if applicable), unit price, and total price, signed properly, and attached together with the Bidder's/Supplier's own canvass form;
- Quotations may be submitted through any of the following:
 - Through sealed envelope (hand-carry)
 - Through email: bfar3bacgitnangluzon@gmail.com

With the following details:

TO: BFAR 3 BIDS AND AWARDS COMMITTEE (FISHCORE)
 Project Name & Solicitation Number
 Company Name and Deadline of Bid

4. Award shall be made on per: *Item Basis* *Total Quoted Price* *Lot Basis*

- Price Quotation(s) submitted shall be valid for a period of **THIRTY (30)** calendar days reckoned from the deadline for submission of quotations;
- Terms of Delivery: **30 Calendar Days** upon acceptance of Notice to Proceed
- Place of Delivery: **BFAR Regional Office 3**
- Terms of Payment: **at least Thirty (30) days upon completion of the contract**
- Liquidated Damages/Penalty: **(1/10) of one percent for everyday of delay shall be imposed.**
- In case of discrepancy between unit cost and total cost, unit cost shall prevail;
- Quoted prices must be inclusive of taxes, and other charges or fees;
- Mandatory Requirements:
 - Business/Mayor's Permit
 - BIR Certificate of Registration
 - PhilGEPS Certificate of Registration/Printable PhilGEPS Membership Account with PhilGEPS Registration No.
 - Notarized Affidavit of Undertaking (for EPC's above P50,000)
 - Income/Business Tax Return (for EPC's above P500,000)
- Failure to attach mandatory requirements shall result to **automatic disqualification of proposal**
- In case of tied bids meeting minimum specifications, a toss coin at BFAR 3 Procurement Unit shall determine the winning supplier;
- Item/s delivered must have warranties for unit replacements, parts, labor or other services;
- Payments will be made through direct credits to the bank accounts of the payee.

Registered Name of Company: _____
Name of Authorized Representative: _____
Tax Identification No.: _____
Philgeps Registration Number: _____
Company Address: _____
Contact No.: _____
Email Address: _____
Bank details (Account Number, Name & Branch): _____

Authorized Canvasser

ANNEX A

Item/ Lot	Qty	Unit	Purchaser's Specifications	Estimated Project Cost	Bidder's Specifications (Specify Brand and model for Goods and IT Unit Cost)	Unit Cost	Total Cost
	66	box	Ballpen retractable 0.5mm fine point, black, 50 pcs/box				
	6	box	Ballpen retractable 0.5mm fine point, blue, 50 pcs/box				
	40	pack	BATTERY, dry cell, size AA, Two (2) pieces per blister pack				
	60	pack	BATTERY, dry cell, size AA,Two (2) pieces per blister pack				
	60	pack	BATTERY, dry cell, size AAA, Two (2) pieces per blister pack				
	1	pack	BATTERY, rechargeable heavy duty 1.2 volts 950 mAh 4pcs/pack				
	20	box	Binder Clip 1 in, 12pcs per box				
	20	box	Binder Clip 3/4 in, 12pcs per box				
	83	pack	BOARD PAPER, cream,A4,220gsm,10 sheets per pack				
	3	pack	BOARD PAPER, cream,letter, 220gsm,10 sheets per pack				
	53	pack	BOARD PAPER, cream,long, 220gsm,10 sheets per pack				
	20	box	BOX, cardboard,balibkayan box, 20x20x20 inches				
	15	piece	CALCULATOR, Scientific				
	3	pack	CENTRIFUGE TUBE,micro, 1.5 ml, conical bottom, clear plastic with cap, 500				
	10	piece	CERTIFICATE HOLDER, A4,Plastic, Royal Blue Color				
	10	piece	CERTIFICATE HOLDER, Legal,Plastic, Royal Blue Color				
	10	piece	CERTIFICATE HOLDER, Letter,Plastic, Royal Blue Color				
	40	box	CLIP, backfold, 32mm				
	38	box	CLIP, backfold, 50mm				
	236	set	Customized Colored Arrow Post-it, atleast 6 colors per set				
	5	piece	CUTTER/UTILITY KNIFE, for general purpose				
	25	piece	DATA FILE BOX, made of chipboard, 15.5"x 9.5"x 4.5"				
	1	box	ENVELOPE, Expanding, Kraft,100 pieces per box				
	351	piece	ENVELOPE, Expanding, Plastic, Legal				
	3	box	EXAMINATION GLOVES, nitrile,disposable, medium, 100 pcs/box				
	3	box	EXAMINATION GLOVES, nitrile,disposable, small, 100 pcs/box				
	2	unit	Extension wheel, Omni, 15m				
	55	box	FASTENER, metal, non-sharp edges, 50 sets per box				
	1	pack	FILE TAB DIVIDER, A4				
	2	pack	FILE TAB DIVIDER, Legal				
	1	bundle	FOLDER, Fancy with slide, A4				
	1	bundle	FOLDER, Fancy with slide, Legal				
	16	pack	FOLDER, L-type, A4				
	11	pack	FOLDER, L-type, Legal				
	39	box	FOLDER, pressboard, size 240mm x 370mm (-5mm), 100 pieces per box,				
	20	jar	GLUE, All-Purpose, 225 ml				
	21	cart	Label printer cartridge Tztape 12 mm (white laminated)				
	1	unit	Label printer, compact size, multiframe, symbol and font options				
	15	piece	MAGAZINE FILE BOX, Large				

