

REQUEST FOR QUOTATION

REFERENCE NO.: **MR25-05-070**

We are inviting all interested suppliers to submit their best quotation for **PROCUREMENT FOR THE SUPPLY AND DELIVERY OF OFFICE SUPPLIES AND INKS:**

Item	Qty	Unit	Estimated Unit Cost	Estimated Total Cost
Epson Ink 664, cyan	10	carts	₱ 300.00	₱ 3,000.00
Epson Ink 664, magenta	10	carts	300.00	3,000.00
Epson Ink 664, yellow	10	carts	300.00	3,000.00
Epson Ink 664, black	10	carts	300.00	3,000.00
HP laserjet 48a black (CF248A)	5	carts	3,500.00	17,500.00
Epson T9481, black	7	carts	2,100.00	14,700.00
File Tab Divider, A4, 50 sets per pack	5	packs	1,100.00	5,500.00
File Tab Divider, legal, 50 sets per pack	3	packs	1,100.00	3,300.00
Glue 40g,	30	bottles	40.00	1,200.00
Ballpen, Black, 12 boxes of 12 pens	5	boxes	275.00	1,375.00
Ballpen, Blue, 12 boxes of 12 pens	5	boxes	275.00	1,375.00
Ballpen, Green, 12 boxes of 12 pens	2	boxes	275.00	550.00
Sign pen, Black, 0.5mm	120	pcs	25.00	3,000.00
Sign pen, Blue, 0.5mm	120	pcs	25.00	3,000.00
Sign pen, Green, 0.5mm	120	pcs	25.00	3,000.00
Board cover (long), 100 sheets per pack	2	packs	400.00	800.00
Board cover (A4), 100 sheets per pack	2	packs	450.00	900.00
Plastic fastener, 50 sets per box	15	boxes	40.00	600.00
Data Folder, 2 rings, blue	100	pcs	130.00	13,000.00
			Grand Total	₱ 81,800.00

Approved Budget : ₱ 81,800.00 (VAT Inclusive)

Submission of Quotation and Eligibility Requirements : June 13, 2025

Mode of Procurement : Shopping 52.1 (b.)

Eligibility Requirements :

1. Valid and current Mayor's Permit (certified true copy)
2. PhilGEPS Registration Number (certified true copy)

Note: In lieu of the Mayor's Permit and PhilGEPS Registration Number, you may submit a valid Certificate of PhilGEPS Registration (Platinum Membership).

Please submit your quotation and eligibility requirements in a sealed envelope at the address stated below.

Name of Bidder:

BIDS AND AWARDS COMMITTEE
National Development Company
7/F NDC Building, 116 Tordesillas St.
Salcedo Village, Makati City
Fax: 8840-4862
Attention: BAC Secretariat

Reference Number: **MR25-05-070**

All prices should be VAT inclusive. Further, please indicate in the quotation the following:

1. Terms of Payment – Government terms
2. Delivery Period – Thirty (30) calendar days

(signed)

AGM LEOPOLDO JOHN F. ACOT

Chairperson, Bids and Awards Committee