

## REQUEST FOR QUOTATION

REFERENCE NO.: **MR23-06-083**

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

Item	Qty	Unit	Estimated Unit Cost	Estimated Total Cost
HP 965, Black, original	30	Cart	₱ 1,853.00	₱ 55,590.00
Sticky note pad, ruled, 98, 4mm x 149mm	20	Pads	283.00	5,660.00
Index tab, transparent	100	Box	114.00	11,400.00
File Tab Divider, A4, 5pcs per sets, 50 sets per pack	5	Packs	955.00	4,775.00
Rubber Band No. 18	10	Boxes	394.00	3,940.00
PVC Cover A4, 100 pcs per pack	10	Packs	424.00	4,240.00
<b>Grand Total:</b>				<b>₱ 85,605.00</b>

**Approved Budget** : ₱ 85,605.00 (VAT Inclusive)

**Submission of Quotation and Eligibility Requirements** : June 27, 2023

**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: 840-4862  
Attention: BAC Secretariat

Reference Number: **MR23-06-083**

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 SATURNINO H. MEJIA**

Chairperson, Bids and Awards Committee