

**REQUEST FOR QUOTATION**

(Shopping Sec. 52.1b)

The Philippine Ports Authority, PMO-NBB, through its Bids and Awards Committee for the Procurement of Goods and Consulting Services will undertake an alternative method of procurement through Shopping for the Supply and Delivery of **Office Supplies for 3rd Quarter CY 2020**, in accordance with Section 52.1 (b) of the Revised Implementing Rules and Regulation of RA 9184.

Name of Project : Office Supplies for 3rd Quarter CY 2020

Approved Budget for the Contract **: Php 90,000.00**

Deadline for Submission of Quotations : November 23, 2020, 12:00 Noon

Please quote your best quotation in line with the attached specifications. Suppliers are required to submit their valid and current Mayor’s Permit, PhilGeps Registration Number, Income/Business Tax Return and Omnibus Sworn Statement.

Quotation may be submitted to the BAC Secretariat, PPA Building, Banago Port, Brgy. Banago, Bacolod City or email at zbturtogo@ppa.com.ph

For further information, please refer to:

BAC Secretariat, Philippine Ports Authority, PMO-NBB

Banago Port, Brgy.Banago, Bacolod City

Telephone/Fax No. (034) 441-3124 / 441-1606

Very Truly Yours,

(Signed)

**ARLYN A. CARAIG**

Chairperson, Bids and Awards Committee

EP / PGCS

**TECHNICAL PROPOSAL FORM**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Item# | Qty. | Unit | Items & Specifications | Unit Cost | T O T A L |
| 1 | 300 | ream | Bond Paper A4, Sub. 20 |  |  |
| 2 | 50 | ream | Bond Paper Legal, Sub. 20 |  |  |
| 3 | 50 | ream | Bond Paper, Short, Sub. 20 |  |  |
| 4 | 10 | box | Rubber Bond - Big |  |  |
| 5 | 300 | pc. | File Folder, Long - White |  |  |
| 6 | 36 | roll | Masking Tape 1'' |  |  |
| 7 | 36 | box | Paper Clip, Jumbo, Coated |  |  |
| 8 | 36 | box | Paper Clip, small, Coated |  |  |
| 9 | 36 | box | Staple Wire No. 35 |  |  |
| 10 | 100 | roll | Scotch |  |  |
| 11 | 36 | box | Fastener, Ordinary, Standard size |  |  |
| 12 | 50 | pcs. | Pentel Pen, Black, Pointed |  |  |
|  |  |  |  |  |  |
|  |  |  | Office Supplies for 3rd Quarter CY 2020 |  |  |