



REQUEST FOR PRICE QUOTATION

Supplier	<div></div>	Date:	31-Mar-23
Address	<div></div>	RPQ# :	23-03-025
Telefax no.	<div></div>		

Please quote your lowest price on the item/s listed below, subject to the General Conditions on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than April 1, 2023 in a sealed envelope bearing the name & address of the supplier, indicating the Price Quotation No. 23-03-025 and send to Engr. PETER AL R. FUDALAN, Chairman, BCWD-BAC , Butuan City Water District, Gov. Jose A.Rosales Avenue, Butuan City.

(sgd) Engr. PETER AL R. FUDALAN

Chairman, BCWD-BAC

NOTE :

1. ALL ENTRIES MUST BE TYPEWRITTEN / HANDWRITTEN
- 2.DELIVERY/COMPLETION PERIOD WITHIN ____ CALENDAR DAYS
3. WARRANTY SHALL BE FOR A PERIOD OF THREE (3) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY
4. PRICE VALIDITY SHALL BE FOR A PERIOD OF 30 CALENDAR DAYS
5. PhilGEPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION
6. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATION OF THE PRODUCTS BEING OFFERED
7. FOR SMALL VALUE PROCUREMENT WITH ABCs ABOVE P500,000.00, MUST BE ATTACHED WITH INCOME/BUSINESS TAX RETURN AND OMNIBUS SWORN STATEMENT
8. PARTIAL BIDS ARE ALLOWED. ALL BIDS RECEIVED FOR EACH LINE ITEM SHALL NOT EXCEED THE BUDGET ALLOCATED THEREOF.

ITEM NO.	ITEM & DESCRIPTION	QTY.	UNIT	UNIT PRICE
1	Ballpen - black	7	pc	
2	Ballpen - blue	8	pc	
3	Bond paper - Long sub. 20	5	ream	
4	Bond paper - A4 Sub. 20	5	ream	
5	Book paper- Long (sub. 20)80gsm	42	ream	
6	Book paper- Long (sub. 20)70gsm	29	ream	
7	Book paper- Short (sub. 20)70gsm	6	ream	
8	Book paper -A4	23	ream	
9	Brown Envelope- long (manila brown)	23	pc	
10	Calulator Ribbon	2	pc	
11	Carbon film - long blue	3	box	
12	Continuous paper 11x9.5,1ply sub, 20	2	box	
13	Continuous paper 11x9.5, 2ply sub, 20carbonless	4	box	
14	Continuous paper 11x9.5, 3ply sub, 20carbonless	4	box	
15	Correction Tape	38	pcs	
16	Cutter Blade- big	1	tube	
17	Expanded envelope long	8	pc	
18	Fingertip Moisturizer	4	pc	
19	Folder long - white ord. 14 points	84	pc	
20	Logbook 300pp	20	pcs	
21	Logbook 500pp	17	pc	
22	Mailing Envelope- ord. long	15	pc	
23	Masking Tape 2"	1	roll	
24	Mimeographing paper long colored(pink,yellow)	2	ream	
25	Mimeographing paper long colored(yellow)	1	ream	
26	Newsprint- long	1	ream	
27	Newsprint- short	2	ream	
28	Paper clamp - big (black)- back fold	2	pc	
29	Paper clamp - big (silver)	10	pc	
30	Paper clamp - small (silver)	12	pc	
31	Paper Clip- big (plastic coated)	10	box	
32	Paper Clip- small (plastic coated)	11	box	
33	post-it strips	5	pad	
34	PVC plastic cover A4	25	pc	
35	Ring binder 4"	1	length	
36	Rubber band- small	11	box	
37	Rubber band- big	2	box	
38	Scotch Tape 1"	36	roll	
39	Sign pen - My Gel - black 0.5	7	pc	
40	Sign pen - My Gel - black 0.3	3	pc	
41	Stamp pad 4" x 5"	1	pc	
42	Stamp pad ink purple small	2	pc	
43	Staple wire # 10	2	box	
44	Staple wire # 35	20	box	
45	Typewriter eraser - electric	1	roll	
46	Thermal Paper POS type: 80mmx700mm;l 55 gsm	39	roll	
47	Whiteboard marker blue	1	pc	
48	Whiteboard marker black	1	pc	

49	Whiteboard marker red	1	pc	
50	Whitewove mimeo long	30	ream	
51	Whitewove mimeo short	3	ream	
52	Printer Ribbon w/ Cartridge(DFX 9000)	10	pc	
53	Printer Ribbon w/ Cartridge- EPSON FX 2175	8	pc	
54	Printer Ribbon w/ Cartridge - LX 310t	13	pc	
55	Risograph Ink CV 3230	2	unit	
56	Toner- INEO 4020	1	unit	
57	Toner - Fuji Xerox	1	pc	
58	Supply of Computer Printer with Unlimited Inks	90	units	
	including Check-up and repairs			
59	Supply of Computer Printer with Unlimited Inks	3	units	
	including Check-up and repairs (For Laboratory)			
	Note: 30 units of printer and 1 unit of another printer model for Laboratory			
	per month, from January 2023 to March 2023. In a total of 93 units for the First Quarter			
	nothing follows			

ATTACHED:	
<input type="checkbox"/> Mayor's/Business Permit	NOTE: The Butuan City Water District reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.
<input type="checkbox"/> BIR Certificate of Registration	
<input type="checkbox"/> DTI/SEC Certificate	
<input type="checkbox"/> PhilGEPS Certificate	
<input checked="" type="radio"/> ABC: PhP 193,081.72	
<input checked="" type="radio"/> TAX Inclusive	
<input checked="" type="radio"/> Total Price: FOB BCWD PUMP STATION 1 ALVIOLA VILLAGE BUTUAN CITY	
<div>Brand and Model : _____</div> <div>Delivery Period : _____</div> <div>Warranty : _____</div> <div>Price Validity : _____</div> <div>Payment Term : _____</div> <div>After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.</div> <div><div>Note: This is to certify that the REQUEST FOR PRICE QUOTATION for the procurement of VARIOUS OFFICE SUPPLIES 1st QUARTER for Butuan City Water District is posted for the period of three (3) days or from April 1-3, 2023 @ PhilGEPS Website and in the premises of Butuan City Water District.</div><div>(sgd) JOSEPH Y. TANTOY BAC SECRETARIAT</div><div><div>_____</div><div>Print Name over Signature</div><div>_____</div><div>Tel. No. / Cellphone No.</div><div>_____</div><div>Date</div></div></div>	