



11-Feb-22

Date

**REQUEST FOR QUOTATION  
SHOPPING (SH)**

**INSTRUCTION:**

1. Bidders are required to read the instructions and fill all the blanks properly, Prospective Bidders/Suppliers are required to use this official canvass form in accomplishing their bid proposals/quotation.
2. Any specifications other than those required/stated in this form shall not be considered in their evaluation of bid.
3. Quotation must be the lowest price(s), taxes included for the item(s) services listed hereunder including delivery charges.
4. Always indicate the brand name of the offered items (s) or product.
5. Price quotation(s) submitted shall be valid for THIRTY (30) days
6. Terms of payment-Thirty (30) days from delivery of items(s)
7. Open quotations may be submitted at the BAC Secretariat, Bureau of Animal Industry Compound, Diliman, Quezon City. In case of sealed quotations, the bidders/suppliers or Authorized Representative shall indicate on the envelope the RFQ Number and the name of the bidder/supplier
8. Awarding shall be done by lot.
9. Delivery and/or Installation Period: 7 calendar days upon receipt of Notice to Proceed

DEADLINE FOR SUBMISSION OF BIDS

**February 17, 2022**

**4:00 PM**

Date

Time

PR. No. FOG NFRDRC- End-user: **MARKY V. ABELA** **ABC: PhP68,100.00**  
2022-02-012

Qty.	Unit	Item/Description	ABC	Offered brand	Unit price	Total cost
40	pc	Ballpen, finepoint, assorted color	600.00			
5	ream	Book Paper S-24, A4	1,375.00			
5	ream	Book Paper S-24, long	1,600.00			
6	ream	Book Paper S-24, short	1,500.00			
12	pc	Correction Tape	960.00			
10	pc	Cutter	700.00			
6	pc	Permanent Marker, assorted color	900.00			
12	pad	Photo Paper	2,640.00			
3	pc	Stapler, heavy duty	1,200.00			
7	pc	Whiteboard Marker	560.00			
6	pack	Battery AA	510.00			
7	pc	External Hard Drive	28,000.00			
7	pc	USB, OTG, 32GB	5,250.00			
3	pc	Meter Stick, metal	750.00			
10	pc	Tape Measure, 2 meter	500.00			
4	pc	Highlighter Pen, assorted color	180.00			
10	pack	Lamination Paper, plastic long	6,000.00			
5	pack	Plant Markers/Labels	5,750.00			
10	roll	Plastic Cover, thick	6,500.00			
24	pc	Sign Pen	600.00			
5	pack	Specialty Paper, long and short	225.00			
1	pack	Springs (plastic with assorted sizes)	1,200.00			
1	pc	Meter Ruler	600.00			
<b>GRAND TOTAL</b>			<b>PhP68,100.00</b>			

**CAROL S. COLOMA**

G-EPS Posted

**PAUL C. LIMSON, DVM**

Chair, Bids and Awards Committee

**CANVASSER'S CERTIFICATION**

*This is to certify that I have full knowledge, authority and responsibility in distributing and/or collecting the Request for Quotation in accordance to the guidelines in securing prices for the Bureau of Animal Industry*

(Signature Over Printed Name)

Authorized Canvasser

The BAI Bids and Awards Committee (BAC)  
Visayas Avenue, Diliman, Quezon City

Sir/Mam:

In connection with the above request, I/We hereby submit our quotation indicated above. I/We have carefully read and fully understand the minimum requirements and agree to furnish and/or effect delivery in conformity with specifications any or all said articles/services described above within \_\_\_\_\_ working days from receipt of Purchase Order.

Signature Over Printed Name

Name of Company

Tax Identification Number

Telephone Number(s)

Address

(To be filled by Supplier)

Date accomplished

**Required documents for submission:**

- > Sealed/Open Quotations
- > Mayor's Permit (Updated)
- > PhilGEPS Registration/Certificate Updated