



April 08, 2024

REQUEST FOR QUOTATIONS

The Philippine Council for Health Research and Development (PCHR), through its Bids and Awards Committee (BAC), requests PhilGEPS registered suppliers to submit **quotations for the supply and delivery of the following Various Office Supplies with a total approved budget for the contract (ABC) in the amount of Two Hundred Forty-Three Thousand Nine Hundred Seventy-Five Pesos (P 243,975.00).**

a. One (1) lot Common-Use Office Supplies (with ABC = PHP 43,650.00)

- 10 pcs. Record Book, 500 pages, Smyth sewn binding, Machine pre-numbered pages, 55gsm @ ABC = PhP 2,700.00
- 200 pcs. Arch File Folder 3", Long, Horizontal, Side Clip, Hard Cover (Color: Blue) @ ABC = PhP 30,000.00
- 5 pcs. Stamp Pad, Felt, Bed Dimension: 60mm x 100mm min @ ABC = PhP 1,250.00
- 5 reams Colored Paper, A4, Blue, 80gsm, Size: 210mm x 297mm @ ABC = PhP 2,000.00
- 5 reams Colored Paper, A4, Yellow, 80gsm, Size: 210mm x 297mm @ ABC = PhP 2,000.00
- 6 packs Folder, Tagboard, A4, 100 pcs. / pack @ ABC = PhP 2,700.00
- 6 packs Folder, Tagboard, Legal, 100 pcs. / pack @ ABC = PhP 3,000.00

b. One (1) lot Janitorial and Other Supplies (ABC = PHP 8,325.00)

- 40 bxs. Face mask, 3ply (50 pcs. per box) @ ABC = PhP 4,000.00
- 10 pcs. Broom, Soft (Tambo), Made of Tiger Grass, with upper and lower stitch @ ABC = PhP 2,000.00
- 10 pcs. Broom, Stick (Ting-Ting), Made of Mature Coconut midribs, Standard Size @ ABC = PhP 300.00
- 5 pcs. Dust Pan, Made of rigid non-breakable plastic, with Detachable Handle: Diameter (min.): 30mm, Length (min.): 600mm @ ABC = PhP 375.00
- 20 pcs. Door Mat/Rag, Size: 13in x 19in @ ABC = PhP 1,000.00
- 5 pcs. Toilet Brush with Base Long Handle, 13.5 in @ ABC = PhP 250.00
- 5 pcs. Timba, 15 Liters / 4 Gal. @ ABC = PhP 400.00

c. One (1) lot Genuine Kyocera Toner Cartridges (ABC = PHP 192,000.00)

- 2 pcs. Genuine Kyocera Toner, Black, TK-6329 @ ABC = PhP 33,000.00
- 2 pcs. Genuine Kyocera Toner, Black, TK-8519K @ ABC = PhP 24,000.00
- 2 pcs. Genuine Kyocera Toner, Cyan, TK-8519C @ ABC = PhP 45,000.00
- 2 pcs. Genuine Kyocera Toner, Magenta, TK-8519M @ ABC = PhP 45,000.00
- 2 pcs. Genuine Kyocera Toner, Yellow, TK-8519Y @ ABC = PhP 45,000.00

****Note:** Bidders for Kyocera Toner Cartridges must be a certified / authorized reseller of KYOCERA products and required to submit a certification together with their quotations. We will not accept any fake or refilled Toner Cartridges.



Qualified bidders should submit their quotations to the address below **on or before April 18, 2024 (Thursday), 10:00 AM**. Failure to strictly comply with the deadline and general conditions shall automatically disqualify the bidder/s from the bidding process. Winning bidder will be required to submit additional requirements as stipulated in the IRR of RA 9184.

PCHRD reserves the right to reject any or all quotations, to waive formality therein and to accept offers that may be considered most advantageous to the government.

For further information, please refer to:

Mr. Cirio D. Pangan Jr.

Secretariat, Bids and Awards Committee
Philippine Council for Health Research and Development
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DOST Main Compound, Gen. Santos Ave., Bicutan, Taguig City
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