



Republic of the Philippines
DEPARTMENT OF AGRICULTURE
Regional Field Unit No. 12
Koronadal City

Solicitation No.: _____

Date: **December 3, 2020**

REQUEST FOR SUBMISSION OF PRICE QUOTATIONS

The Department of Agriculture RFO-XII through the Bids and Awards Committee (BAC) invites Supplier, Dealers & Distributors in good standing to submit price quotation for the following:

Supply & Delivery of Office Supplies

58,898.50

- 5 pcs Refill ink for brother MFC- J3720 BL
- 1 pc Refill ink for brother MFC- J3720 C
- 1 pc Refill ink for brother MFC- J3720 M
- 1 pc Refill ink for brother MFC- J3720 Y
- 30 pcs Sign pen, liquid/gel ink needle tip, 0.4mm black
- 30 pcs Sign pen, liquid/gel ink needle tip, 0.4mm blue
- 60 reams Bond paper A4 S-20
- 30 boxes staple wire # 35
- 35 pcs Correction tape
- 5 pcs heavy duty stapler
- 20 pcs sign here stickers

Delivery period: 30 calendar days

Delivery site: DA-RFO XII, Koronadal City (RAED)

Note: Bidders must quote in all items (by lot) in a **Sealed Envelope** together with Mandatory requirements

Submission of:

PhilGEPS Certificate/ Red Membership

1. Mayor/Business Permit
2. PhilGEPS Certificate / RED membership /Registration Number
3. Income Tax Return (ITR)
4. Omnibus Sworn Statement (Original Copy duly Notarized and submit a copy of board resolution/SPA (bidders representative)

Additional Requirements:

Bidders must submit a Pictures/Brochures/Menu offered and state the Brand & Specification to the Quotation

Issuance of bidding documents: December 3, 2020 8:00am-5:00pm at BAC Secretariat

Deadline for submission of bids December 10, 2020 8:am-2:00pm at BAC Secretariat

Opening of Bids : December 10, 2020 2:00 pm, Koronadal City

All particulars to the bidding, eligibility check, evaluation of bids and award to contract shall be governed by the Revised implementing Rules and Regulations (IRR-A) of the Republic Act No. 9184 otherwise known as Government Procurement Reform Act (GPRA).

The Department of Agriculture RFO-XII reserves the right to reject any or all bids or parts thereof, waives any formality, to accept bids considered complying and most advantageous to the government, assumes no obligation to compensate or indemnify the bidder for expenses or losses that it may have incurred in the preparation of bids, and does not guarantee that an award will be made.

LORNA P. VILBAR, Ph.D

Chairperson, Bids and Awards Committee