

**Republic of the Philippines**  
**NATIONAL ECONOMIC AND DEVELOPMENT AUTHORITY**  
Regional Office No. IV- A (CALABARZON)  
NEDA Region IV-A, Barangay Milagrosa, Calamba City, Laguna  
Tel. No.(049) 502-0250

**REQUEST FOR QUOTATION**

RFQ No.     **RDC2020-02-005**  
Date:         **Feb. 28, 2020**

**Name of Supplier:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**Contact No.** \_\_\_\_\_

Gentlemen:

Please quote your latest price (s) to the government **inclusive of government tax** on the following item(s). Bidders may use this form or the bidder's company stationery, duly signed by its authorized signatory/ies, and must be submitted personally to the address above or through email at [gs.neda4a@gmail.com](mailto:gs.neda4a@gmail.com) on or before 12:00 noon of **Mar. 03, 2020** . Bids should not exceed the approved budget for the contract in the amount of **PHP 76,470.00** .

Very truly yours,

  
**LUIS G. BANUA**  
Regional Director

Quantity	Unit	Description/Specification of Items	Estimated Unit Cost	Bid Offer
1	lot	Purchase of Office Supplies:		
		Correction Tape 8m X 5mm (59 pieces)	39.00	
		PVC Book Binding cover w/ Morocco Paper 5	89.50	
		Cloth Tape, 48mmx25m, BLACK (20 rolls)	69.50	
		Cloth Tape, 48mmx25m, BLUE (32 rolls)	69.50	
		Double Sided Tape White 18mm x 10m (10 rolls)	105.00	
		A4 Specialty paper-Color: P. Cream (50 packs)	31.50	
		8.5 x 11 Specialty paper-Color: P. Cream (20 packs)	26.50	
		Colored Multi-Purpose Paper- Color: Canary (10 packs)	39.50	
		A4 Plastic Certificate Holder (200 pieces)	55.00	
		ID Holder with Lace 4x5 inches (200 pieces)	16.00	
		A4 Laminating Film 250 micron (2 boxes)	3,500.00	
		Glossy Photo Paper A4 (20 packs)	300.00	
		Glossy Photo Paper 4R (20 packs)	300.00	
		Sticker paper, A4, 80gsm, matte-Color: White (10 packs)	45.00	
		Sticker paper, A4, 80 gsm, matte-Color: Light Orange (50 packs)	52.00	
		Sticker paper, A4, 80 gsm, matte-Color: Yellow (50 packs)	52.00	
		Sticker paper, A4, 80 gsm, matte-Color: Green (50 packs)	52.00	
		SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip, (59 pieces)	65.00	
		SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip (59 pieces)	65.00	

Quantity	Unit	Description/Specification of Items	Estimated Unit Cost	Bid Offer
		SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip (23 pieces)	65.00	
		Fastener, metal (11 boxes)	90.00	
		DATA FOLDER, made of chipboard, taglia lock (30 pieces)	95.00	
		ALCOHOL, ethyl, 68%-70%, scented, 500ml (40 bottles)	90.00	
		<b>**inclusive of delivery cost/charges**</b>		
		<b>xxxxx NOTHING FOLLOWS xxxxx</b>		

We are pleased to quote on the foregoing list our lowest price(s) on item(s) indicated, the condition set forth above.

JONALYN SIBUCAO

Canvassed by:

\_\_\_\_\_  
Estimated by:

(Signature over Printed Name)

Position : \_\_\_\_\_

Tel. No. : \_\_\_\_\_