

DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES KAGAWARAN NG KAPALIGIRAN AT LIKAS NA YAMAN



REQUEST FOR QUOTATION

P.R. NO:

2024-07-1776

MODE OF PROCUREMENT:

SHOPPING

P.R. DATE:

PRN:

4 JUL 2024

REF. NO.:

RFQ-2024-204 July 10, 2024

END-USER:

FMS – BUDGET DIVISION

11039007

DATE PREPARED: CLOSING DATE/TIME:

July 15, 2024

10:00 AM

1. The DENR-Central Office, through its Bids and Awards Committee for Regular Operations, invites eligible bidder/s to submit duly signed proposal/quotation not later than the closing date and time for the procurement project stated below:

DESCRIPTION	QTY	UNIT	TOTAL ABC (VAT INCLUSIVE)	
Supply and Delivery of Various Office Supplies and Other Materials	1	lot	396,351.00	

- 2. Proposal/quotation received in excess of the ABC shall automatically be rejected.
- 3. Interested bidder/s must submit the following documents:

A.	ELIGIBILITY DOCUMENTS
	Valid and current Certificate of PhilGEPS Registration (Platinum Membership) (all pages) in accordance with
	Section 8.5.2 of the IRR (pursuant to GPPB Resolution No. 15-2021, dated 14 October 2021);
a.	<u>OR</u>
	PhilGEPS Registration Number
b.	Valid and Current Mayor's/Business Permit for CY 2024 OR application for Business/Mayor's Permit with attached Official Receipt (OR) of payment of Licensing and Regulatory fees and 2023 Business/Mayor's permit.
C.	Special Power of Attorney/Board Resolution/Authorization as authorize representative valid for six (6) months (if applicable)
Not	e: Bidder/s who previously submitted updated Eligibility Documents are no longer required to resubmit.
B.	TECHNICAL AND FINANCIAL DOCUMENTS
d.	Completely filled out and duly signed Technical Proposal Form and Financial Quotation Form (Annex "A")
e.	Brochure or Technical Data Sheet of the Item Being Offered.

Failure to submit all documents as required above shall be automatically disqualified.

- 4. Price must be inclusive of VAT and must be valid for Sixty (60) calendar days upon submission of proposal/quotation.
- 5. Award of Contract shall be made to the lowest calculated and responsive quotation which complies with the minimum technical specifications and other terms and conditions stated herein.
- 6. Refusal to sign and accept the Award or enter into contract without justifiable reason may be grounds for imposition of administrative sanctions under Rule XXIII of the Revised IRR of RA 9184.
- 7. Open proposal/quotation may be submitted at Procurement Management Section-Property and Supply Management Division (PrMS-PSMD), Basement, DENR-Main Building and/or thru e-mail address ampbac.co@denr.gov.ph and/or fax number (02) 8926-2675. For further inquiries, you may coordinate with Ms. Dianne G. Ibias/Mr. Lamberto S. Ramos at the same contact details.
- 8. If thru email, kindly indicate in the subject ATTENTION: JELYN STA. ANA RFQ-2024-204.
- DENR reserves the right to reject any and all proposals, declare failure, or not award the contract at any time in accordance with Section 41 of RA 9184 and its IRR without thereby incurring liability to the affected supplier.

Chief, Procurement Wgt. Section-PSMD &

Head, BAC Secretariat

52.1 (b) Shopping Reference No.: RFQ-2024-204 Page 1 of 9

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Technical Proposal Form					
Item No. Description / Technical Specifications		Qty	Brand/Model No. of the item being offered:		
Supply and Delivery of Various Office Supplies and Other Materials		1 lot			
1. Paper, Multicopy, 80gsm, A3 size		50 sets			
2. Colore	ed Paper, Yellow, 90gsm, 8.5" x 13"	50 packs			
3. Colore	ed Paper, Pink, 90gsm, 8.5" x 13"	50 packs			
4. Colore	ed Paper, Blue, 90gsm, 8.5" x 13"	50 packs			
5. Colore	ed Paper, Light Green, 90gsm, 8.5" x 13"	50 packs			
6. All Pui	rpose Glue Stick 22g	50 tubes			
7. Index	Tab Self Adhesive Tape (Clear) 5 set/pack	50 packs			
8. Doubl	e Adhesive Tape 24mm x 9mm	20 rolls			
9. Duct T	Гаре (Gray) 50mm x 75mm	20 rolls	-		
10. Veco	Folder with Slide Morocco Long	50 pieces			
11. PVC	Binding Covers A4 (100 sheets)	2 packs			
12. PVC	Binding Covers Long (100 sheets)	2 packs			
13. Lami	nating Film A3 250 Micron and 125 Micron (100 sheets)	1 pack			
14. Lami	nating Roll (9" x 100 meters) 250 Micron	1 roll			
15. High	Tech Point Rollerball Sign Pen V10 Grip Blue	50 pieces			
16. High	Tech Point Rollerball Sign pen V10 Grip Black	50 pieces			
17. Silen	t Wired Keyboard for PC/Laptop 104 keys	20 pieces			
18. Lapto	ор Bag	2 pieces			
	argeable Dual Mode Silent Bluetooth Mouse for	20 pieces			
20. USB	3.0 Hub USB Extension Miniport for Laptop, Mouse, d with Plug	20 pieces			
-	Power Strip USB 321 10A 2.4A Max Extension Cord	30 pieces			
	Monitor Raven Black 23.8" (1920 x 1080) 75hz 250 nits 296.4mm View Area	10 units			
23. Dual Arm Monitor Deskmount with Base Stand Adjustable DM27D		15 pieces			
24. Doub	ole Loop Wire A4 size, White 12.7mm (100pcs)	1 box			
25. Doub	ole Loop Wire A4 size, White 12.7mm (100pcs)	1 box			
26. Phot	o Paper A4 200gsm 10s Glossy	6 packs			
27. Stick	er Paper A4 10s Satin	6 packs			

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Technical Proposal Form						
ltem No.	Description / Technical Specifications		Brand/Model No. of the item being offered:			
Supply o	and Delivery of Various Office Supplies and Other Materials	1 lot				
28. Colo	rful Magnetic Button for white board 30mm (Green)	4 packs				
29. Colo	rful Magnetic Button for white board 30mm (Blue)	1 pack				
30. Colo	rful Magnetic Button for white board 30mm (Yellow)	1 pack				
31. Colo	orful Magnetic Button for white board 30mm (Orange)	1 pack				
32. Met	al Paper Fastener	10 boxes				
33. Heav	vy Duty Steel Foldable Hand Truck Push Cart 300kg Capacity	1 piece				
34. Sma Ipad	rt Stylus Capacitive Pen Anti False Touch Compatible for	2 pieces				
	rt Pen Stylus for Xiaomi Smart Pad 26 Elastomer Nib 150 ttery Life	2 pieces				
36. Pad	6 Keyboard Tablet PC Smart Touch (Black) for Xiaomi Pad	4 pieces				
	n One Wide Format Multifunctional A3 Printer L1550 with s Printing	1 unit				
	n One Wide Format Multifunctional A4 Printer L6490 with s Printing Economical Ink Tank System	1 unit				
39. Pape Protecti	er Shredding Machine 12 Sheet Capacity 23L with Overheat	4 units				



Product Description:

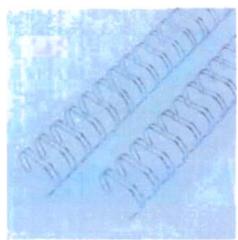
Lenovo D24-40 67A2KAC6PH
Raven Black | 23.8 inch Display |
527.0x296.4 mm View Area | 16:09
Aspect Ratio | 1920x1080
Resolution | 75 Hz Refresh Rate |
250 nits Brightness | Operating
System Support Windows 10,
Windows 11



PRORACK DM27D Dual Arm Monitor Desk Mount with Base Stand Adjustable Table Bracket Durable Materials Premium Steel Alloy [IT Electronics Computer Accessories Peripherals Local Seller Faster Shipping Available On Hand]

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	Technical Proposal Form					
Item No.	Description / Technical Specifications	Qty	Brand/Model No. of the item being offered:			
Supply o	and Delivery of Various Office Supplies and Other Materials	1 lot				



[TheCoachesJournal] Metal Ring Binder A4 (7.9mm / 12.7mm / 14.3mm) Double Loop Wire Binding (Black / White) 100PCS



Foldable Platform Hand Truck with 150KG-300KG Capacity Push Cart HPHT11502/HPHT13002 IHT



Pencil Stylus Capacitive Pen Anti False Touch Alternative Apple Pencil 2nd Generation, for Note-Taking, Drawing, and Signing documents, Compatible with iPad/Mini/Air/Pro 12.9"



Smart Pad Pencil 2nd for Pad 6 /6 Pro Generation 26° Elastomer Ni 150-Hour Long Battery Life Mi Pad 6 Pen

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	Technical Proposal	Form	
Item No.	Description / Technical Specifications	Qty	Brand/Model No. of the item being offered:
Supply o	and Delivery of Various Office Supplies and Other Materials	1 lot	



DANYCASE Magic Keyboard Case For Xiaomi Mi Pad 6/6 Pro 11inch Redmi Pad SE Mipad 5 & 5 Pro 11inch Xiaomi Pad 6S Pro 12.4inch Backlit Bluetooth Touchpad Keyboard Cover



DANYCASE Magic Keyboard Case For Xiaomi Mi Pad 6/6 Pro 11inch Redmi Pad SE Mipad 5 & 5 Pro 11inch Xiaomi Pad 6S Pro 12.4inch Backlit Bluetooth Touchpad Keyboard Cover



Product Description:

Print speed of up to 25.0 ipm Prints up to A3+ (for simplex) Automatic duplex printing Ultra-high page yield of 7,500 pages (black) and 6,000 pages (colour) Wi-Fi, Wi-Fi Direct, Ethernet Epson Connect (Epson iPrint, Epson Email Print and Remote Print Driver, Scan to Cloud)

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	Technical Proposal	Form	
ltem No.	Description / Technical Specifications	Qty	Brand/Model No. of the item being offered:
Supply a	nd Delivery of Various Office Supplies and Other Materials	1 lot	



Product Description:

Up to 17ipm | Economical ink tank system | Enjoy hassle-free refills with enhanced ink bottles | Wi-Fi, Wi-Fi Direct, Ethernet & free mobile printing apps | A4 multifunction printer; 250-sheet front tray, 35-sheet ADF



Paper Shredder 12 Sheets Shredding 23L Paper Shredder Smart Paper Feed Shredding Machine with Overheat Protection



Dice USB Power Strip - USB-321

- Rated Voltage: 220V 240V-
- Maximum Capacity: 10A / 2500 Watts
- USB Input: 220v~ 50/60Hz, 0.5A
- USB Output: 5V 3.1A Single Output 2.4A Max
- Product Material: ABS flame retardant & heat resistant
- Contacts: Copper/Brass
- Standard Compliance: Copper/Grass PNS IEC 1486 / 1572

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Project Requirements/Terms and Conditions:

- 1. **Delivery/completion** period: within ten (10) calendar days from receipt of Purchase Order.
- 2. Delivery Site: Supply Management Section, Basement, DENR Main Building, Visayas Ave., Diliman, Quezon City
- 3. Price quotation/s, to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable subjected to deduction of applicable Government Tax
- 4. DENR shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
- 5. Replacement of Defective Items: Within ten (10) Calendar Days upon receipt of Notice of Defects from DENR.
- 6. Warranty: Three (3) months in case of Expendable Supplies and One (1) Year in the case of Non-expendable Supplies from issuance of Certificate of Inspection and Acceptance. Warranty Certificate must be submitted during delivery.
- 7. Amendment to Order may be issued subject to the conditions set forth under Annex D of the 2016 Revised IRR of RA 9184.
- 8. Payment shall be made in accordance with the Government Terms
- 9. Liquidated Damages (LD) equivalent to one tenth of one percent (0.1%) of the value of contract not delivered within the prescribed period shall be imposed per day of delay. The DENR may rescind the Contract once the cumulative amount of LD reaches 10% of the amount of the Contract, without prejudice to other courses of action and remedies open to it.
- 10. Bidder has no overdue deliveries or unperformed services intended for DENR-CO.

FINANCIAL QUOTATION FOR (PRICE MUST BE VAT INCLUS						
Item	DESCRIPTION	QTY TOTAL A		BIDDER'S PRICE QUOTATION (P)		
No.			Unit Price	Total Price	Unit Price	Total Price
	and Delivery of Various Office Supplies her Materials	1 lot				
1. Pape	r, Multicopy, 80gsm, A3 size	50 sets	700.00	35,000.00		
2. Coloi	red Paper, Yellow, 90gsm, 8.5" x 13"	50 packs	22.00	1,100.00		
3. Coloi	red Paper, Pink, 90gsm, 8.5" x 13"	50 packs	22.00	1,100.00		
4. Coloi	red Paper, Blue, 90gsm, 8.5" x 13"	50 packs	22.00	1,100.00		
5. Coloi 13"	red Paper, Light Green, 90gsm, 8.5" x	50 packs	22.00	1,100.00		
6. All Pu	urpose Glue Stick 22g	50 tubes	81.00	4,050.00		
7. Index set/pac	x Tab Self Adhesive Tape (Clear) 5 k	50 packs	125.00	6,250.00		
8. Doub	ole Adhesive Tape 24mm x 9mm	20 rolls	112.00	2,240.00		
9. Duct	Tape (Gray) 50mm x 75mm	20 rolls	336.00	6,720.00		
10. Vec	o Folder with Slide Morocco Long	50 pieces	14.00	700.00		
11. PVC	Binding Covers A4 (100 sheets)	2 packs	510.00	1,020.00		
12. PVC	Binding Covers Long (100 sheets)	2 packs	864.00	1,728.00		
	ninating Film A3 250 Micron and 125 (100 sheets)	1 pack	1,000.00	1,000.00		
14. Lam Micron	ninating Roll (9" x 100 meters) 250	1 roll	1,500.00	1,500.00		
Blue	h Tech Point Rollerball Sign Pen V10 Grip	50 pieces	100.00	5,000.00		
16. Higl Black	h Tech Point Rollerball Sign pen V10 Grip	50 pieces	100.00	5,000.00		
17. Sile keys	nt Wired Keyboard for PC/Laptop 104	20 pieces	380.00	7,600.00		
18. Lap	top Bag	2 pieces	2,000.00	4,000.00		
	hargeable Dual Mode Silent Bluetooth for Home/Office Use	20 pieces	390.00	7,800.00		
	3 3.0 Hub USB Extension Miniport for , Mouse, Keyboard with Plug	20 pieces	300.00	6,000.00		
	e Power Strip USB 321 10A 2.4A Max on Cord	30 pieces	950.00	28,500.00		

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						★ A (Page 7 of 8
			OTATION F			
Item	DESCRIPTION		TOTAL ABC (P)			Y'S PRICE
No.). 	QTY	Unit Price	Total Price	Unit Price	Total Price
	nd Delivery of Various Office Supplies er Materials	1 lot				
	Monitor Raven Black 23.8" (1920 x hz 250 nits 527. 0 X 296.4mm View	10 units	7,000.00	70,000.00		
	Arm Monitor Deskmount with Base ljustable DM27D	15 pieces	1,700.00	25,500.00		
24. Doub (100pcs)	ole Loop Wire A4 size, White 12.7mm	1 box	450.00	450.00		
25. Doub (100pcs)	ole Loop Wire A4 size, White 12.7mm	1 box	600.00	600.00		
26. Photo	o Paper A4 200gsm 10s Glossy	6 packs	90.00	540.00		
27. Sticke	er Paper A4 10s Satin	6 packs	75.00	450.00		
28. Color 30mm (G	ful Magnetic Button for white board Green)	4 packs	279.00	1,116.00		
30mm (B	•	1 pack	279.00	279.00		
30. Color 30mm (Y	ful Magnetic Button for white board 'ellow)	1 pack	279.00	279.00		
31. Color 30mm (C	ful Magnetic Button for white board Orange)	1 pack	279.00	279.00		
32. Meta	ıl Paper Fastener	10 boxes	135.00	1,350.00		
	y Duty Steel Foldable Hand Truck Push kg Capacity	1 piece	6,000.00	6,000.00		
	t Stylus Capacitive Pen Anti False Ompatible for Ipad	2 pieces	4,300.00	8,600.00		
	t Pen Stylus for Xiaomi Smart Pad 26 er Nib 150 hour Battery Life	2 pieces	4,300.00	8,600.00		
	6 Keyboard Tablet PC Smart Touch or Xiaomi Pad	4 pieces	4,200.00	16,800.00		
37. All in	One Wide Format Multifunctional A3 1550 with Wireless Printing	1 unit	49,000.00	49,000.00		
Printer L	One Wide Format Multifunctional A4 6490 with Wireless Printing cal Ink Tank System	1 unit	30,000.00	30,000.00		
39. Pape	r Shredding Machine 12 Sheet 23L with Overheat Protection	4 units	12,000.00	48,000.00		
			Grand Total	l: 396,351.00		

Note: Financial offer must not exceed the ABC per line items.

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BIDDER'S UNDERTAKING

I/We, the undersigned Supplier, after having examined the Technical Specifications/ Project Requirements, hereby OFFER to supply/deliver/perform the above-described items.

I/We undertake, if our proposal is accepted, to deliver the items/services in accordance with the terms and conditions contained in the Request for Quotation.

Until a formal PO/ Contract is prepared and signed, this quotation is binding on us.

NAME OF COMPANY (IN PRINT)	SIGNATURE OVER PRINTED NAME OF THE AUTHORIZED REPRESENTATIVE			
ADDRESS:	Designation:			
	Date:			
	Email Address:			
	Telefax No.:			
	Mobile Number:			

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