



Request for Quotation (RFQ)
World Bank (WB)

Date: September 17, 2024
 Solicitation No.: RFQ-WB-008
 PRAS No.: PRAS-09-046

Sir/Madam:

The Government of the Republic of the Philippines has received a loan/grant from the World Bank towards the cost of the Philippine Fisheries and Coastal Resiliency (FishCoRe) project, and it intends to apply part of the proceeds of this loan to payment for the cost of the Procurement of Office Supplies and Consumables.


The National Fisheries Research and Development Institute - FishCoRe project, invites quotations for the goods described in Annex A. Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods described in Annex A. Also, furnish us with descriptive brochures, catalogues, and literatures.

Award shall be made on: [✓] item [] per lot [] per package. Award shall be made to the lowest evaluated quotation that complies with the minimum technical specifications and other terms and conditions stated herein.

Please accomplish and submit this form together with Annex A to the Office of the NFRDI-BAC at the Room 512, 5th Floor, Corporate 101 Bldg, Mo. Ignacia Ave., South Triangle, Quezon City or email at fishcore@nfrdi.da.gov.ph **on or before September 26, 2024 at 5:00PM.**

For clarifications, you may contact NFRDI-BAC at fishcore@nfrdi.da.gov.ph and telephone no. 8372-9564.

Very truly yours,


MARIA THERESA M. MUTIA
 Chairperson, Bids and Awards Committee

PHILGEPS POSTED

Date: September 17, 2024

Terms and Conditions:

1. Specifications here in provided are the minimum requirements of the NFRDI-FishCoRe. Hence a bidder must not offer lower specifications than required.
2. Bidders/Suppliers may submit alternate offer provided that the NFRDI-BAC official canvass form shall be filled out with the offered brand/model (if applicable), unit price, and total price, signed properly, and attached together with the Bidder's/Supplier's own canvass form.
3. For those who will submit in a sealed envelope, must put the following details on the face of the envelope:
4. Quotation validity shall not be less than: **Thirty (30) days**
5. Terms of Delivery: **30 days after receipt of PO**
6. Place of Delivery: **NFRDI CO, Quezon City**
7. Terms of Payment: **within Thirty (30) days upon completion of delivery and submission of supporting documents**
8. Liquidated Damages/Penalty: **(1/10) of one percent for everyday of delay shall be imposed.**
9. In case of discrepancy between unit cost and total cost, unit cost shall prevail
10. Mandatory Requirements for above Ph50,000.00 Estimated Project Cost (EPC):
 - d) Notarized Affidavit of Undertaking (Download here: bit.ly/NFRDIAoU)

Failure to attach mandatory requirements shall result to automatic disqualification of proposal

Note:

The following documentary requirements shall be required prior to payment:
 Tax Clearance & Income Tax Return (ITR) or Certificate of No. Tax Liability in lieu of the ITR

PhilGEPS Posted
 Canvasser

Registered Name of Company: _____
 Tax Identification No.: _____
 Company Address: _____
 Contact No.: _____
 Name of Authorized Representative: _____



ANNEX A

Item /Lot /Package	Qty	Unit	Purchaser's Specifications	Unit Cost	Total Cost	Bidder's Specifications	Unit Cost	Total Cost
						<i>(Specify the brand and model, and indicate in each row of the specifications whether "comply" or "not comply" including the value / number of the specifications of the offered product)</i>		
			Office Supplies and Consumables for the implementation of FishCoRe-MARLIN; Sub-component 2.2: Aquaculture Fisheries and Enterprise Development					
1	100	pcs	Sign pen (high tech point rollerballpen - blue)	100.00	10,000.00			
2	100	pcs	Ballpoint Retractable 0.5 (blue)	50.00	5,000.00			
3	100	pcs	Ballpoint Retractable 0.5 (black)	50.00	5,000.00			
4	10	pcs	Highlighter; green	75.00	750.00			
5	60	pcs	Pencil no. 2	20.00	1,200.00			
6	5	pcs	Rubber eraser, dust-free, 20pcs/box	200.00	1,000.00			
7	50	pcs	Sticky note 3x4in	100.00	5,000.00			
8	50	pcs	Sticky note 3x3in	80.00	4,000.00			
9	50	pcs	Sticky note 2x3in	60.00	3,000.00			
10	50	pcs	Sticky note #201	40.00	2,000.00			
11	50	pcs	Sticky note arrow	50.00	2,500.00			
12	50	pcs	Staple wire #35	80.00	4,000.00			
13	30	pcs	Page tab sticker	60.00	1,800.00			
14	200	reams	Paper, multicopy A4 (80 gsm)	200.00	40,000.00			
15	100	reams	Paper, multicopy Legal (80 gsm)	220.00	22,000.00			
16	50	pcs	Folder, clear (A4)	25.00	1,250.00			
17	50	pcs	Folder, clear (Long)	30.00	1,500.00			
18	50	pcs	Folder (Press Board) - white	30.00	1,500.00			
19	50	pcs	Correction tape (5mm x 8mm)	75.00	3,750.00			
20	10	pcs	Parchment Paper (A4) - 10/pack	50.00	500.00			
21	10	pcs	Certificate Holder (A4) Black	50.00	500.00			
22	20	pcs	Marker, whiteboard (black)	70.00	1,400.00			
23	20	pcs	Marker, whiteboard (blue)	70.00	1,400.00			
24	20	pcs	Marker, whiteboard (red)	70.00	1,400.00			
25	20	pcs	Marker, permanent (black)	60.00	1,200.00			
26	20	pcs	Marker, permanent (blue)	60.00	1,200.00			
27	30	pcs	Magazine, file box, large	200.00	6,000.00			

28	100	packs	Tissue, interfolded towel (150 pulls)	70.00	7,000.00			
29	100	packs	Toilet tissue paper, 2 ply (12 rolls/pack)	200.00	20,000.00			
30	15	box	Paper clips; 50mm; colored; 100 pcs/box	50.00	750.00			
31	15	box	Binder clips; 3/4"	50.00	750.00			
32	15	box	Binder clips; 1"	60.00	900.00			
33	15	box	Binder clips; 1 1/4"	70.00	1,050.00			
34	15	box	Binder clips; 1 5/8"	85.00	1,275.00			
35	15	box	Binder clips; 2"	110.00	1,650.00			
36	15	pcs	Scissors; 8"	110.00	1,650.00			
37	5	pcs	Heavy duty tape dispenser; big roll	250.00	1,250.00			
38	15	pcs	Scotch tape; big core; 1/2 inch	90.00	1,350.00			
39	15	pcs	Scotch tape; big core; 1inch	90.00	1,350.00			
40	25	pcs	Multi Purpose glue (white), 240 g	120.00	3,000.00			
41	25	pcs	Extra strength glue stick, 25 g	120.00	3,000.00			
42	20	pack	Photo Paper; A4 8.3 x 11.7 inches; 210 GSM 10S Glossy; 10 Sheet /pack	200.00	4,000.00			
43	50	pcs	Clear Folder; Legal 8.5 x 14 inches	55.00	2,750.00			
44	50	pcs	Clear Folder; A4 8.3 x 11.7 inches	50.00	2,500.00			
45	100	pcs	L-type clear folder; A4	20.00	2,000.00			
46	100	pcs	L-type clear folder; Legal	20.00	2,000.00			
47	10	pcs	Office supplies desk tray/wire mesh four-layer file tray/basket rack multi-layer storage box file holder	500.00	5,000.00			
48	5	pcs	Heavy duty puncher; 2-hole	300.00	1,500.00			
49	10	box	File fastener; 7cm; 50pcs/box	75.00	750.00			
50	10	pcs	Identity/confidential protection stamp roller	250.00	2,500.00			
51	5	pc	Heavy duty stapler No. 35; up to 40sheets	500.00	2,500.00			
52	5	pack	Laminating Film; A4 Size (100 pcs per pack) 250 Microns	1,000.00	5,000.00			
53	10	pcs	Record book; 500 pages	100.00	1,000.00			
54	10	pcs	Extension cord; 4-gang with individual switch; 6ft	750.00	7,500.00			
55	15	pack	Battery Dry Cell, Size AA; 4pcs/pack	100.00	1,500.00			
56	15	pack	Battery Dry Cell, Size AAA ; 4pcs/pack	100.00	1,500.00			
57	15	pcs	Tape, Masking, 24mm	75.00	1,125.00			
58	15	pcs	Tape, Masking, 48mm	80.00	1,200.00			
59	15	pcs	Tape, Packaging, 48mm	100.00	1,500.00			
60	15	pcs	Tape, Transparent, 48mm	100.00	1,500.00			

61	111	pcs	Cable wire organizer, round, 22mm diameter, 1m length, color black	50.00	5,550.00		
62	2	pcs	Paper Cutter Guillotine, 12 Inch Paper Cutting Board, 12 Sheets Capacity, Heavy Duty Metal Base, Dual Paper Guide Bars	1,500.00	3,000.00		
			Delivery Period: 30 days after receipt of PO				
			Delivery Place: NFRDI CO, Quezon City				
			Total Estimated Project Cost		229,700.00		

----- Page 1 of 1 -----

END-USER: Dr. Joseph Christopher C. Rayos **COMPONENT:** MARLIN 2.2
PURPOSE: Implementation of Philippine Fisheries and Coastal Resilience (FishCoRe) Project: Modern and Resilient Livelihood Investments (MARLIN) - Component 2.2 Aquaculture and
IMPORTANT: The Supplier/Bidder have carefully read and fully understood the terms and conditions, minimum requirements and agree to furnish and/or deliver in conformity with specifications any or said described above within the delivery period from receipt of Purchase Order.

The winning bidder MUST SIGN the original copy of Purchase Order at the NFRDI-BAC at the Room 512, 5th Floor, Corporate 101 Bldg., Mo. Ignacia Ave., South Triangle, Quezon City.


EUNICE C. BOGNOT
Signature over printed name
Procurement Officer

Name and signature of authorized representative: _____
Date Accomplished: _____
Registered Name of Company: _____

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT OF UNDERTAKING

I, _____ [Name of Affiant], of legal age, _____ [Civil Status],
_____ [Nationality], and residing at _____ [Address of Affiant],
after having been duly sworn in accordance with law, do hereby depose and state that:

1. Select one, delete the other:

If a sole proprietorship: I am the sole proprietor or authorized representative of _____ [Name of Bidder] with office address at _____ [address of Bidder];

If a partnership, corporation, cooperative, or joint venture: I am the duly authorized and designated representative of _____ [Name of Bidder] with office address at _____ [address of Bidder];

2. Select one, delete the other:

If a sole proprietorship: As the owner and sole proprietor, or authorized representative of _____ [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing Purchase Order/Contract for

[Title of the Procurement Requirement] of the **Bureau of Fisheries and Aquatic Resources - Fisheries and Coastal Resiliency project (FishCoRe)**, as shown in the attached duly notarized Special Power of Attorney;

If a partnership, corporation, cooperative, or joint venture: I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for _____ [Name of the Project] of the **Bureau of Fisheries and Aquatic Resources - Fisheries and Coastal Resiliency project (FishCoRe)**, as shown in the attached _____ [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. _____ [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board;
4. _____ [Name of Bidder] is up to date with its filing requirements, has paid all fees and penalties due and payable under the provisions of the law;
5. _____ [Name of Bidder] is in continuous unbroken existence since its company registration, and no action is currently being taken by the (DTI/SEC/CDA) to strike the company off the register or to dissolve it as defunct;
6. As far as the (DTI/SEC/CDA) is aware, the company is not in liquidation or subject to an administration order, no receiver or manager of the company's property has been appointed;
7. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

8. _____ *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;
9. _____ *[Name of Bidder]* complies with existing labor laws and standards; and
10. _____ *[Name of Bidder]* is aware of the following responsibilities as a Bidder:
 - a) Carefully examined all of the Request for Quotation and Technical Specifications;
 - b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Purchase Order/Contract;
 - c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d) Inquire or secure Supplemental/Bid Bulletin(s) issued for the _____
[Title of the Procurement Requirement].

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20___ at _____, Philippines.

 Bidder's Representative/Authorized Signatory

SUBSCRIBED AND SWORN to before me this _____ day of _____ *[month]* _____ *[year]* at _____ *[place of execution]*, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her _____ *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon, with no. ___ and _____ his/her Community Tax Certificate No. _ issued on ___ at _____.

Witness my hand and seal this ___ day of _____ *[month]* _____ *[year]*.

NAME OF NOTARY PUBLIC
 Serial No. of Commission _____
 Notary Public for _____ until _____
 Roll of Attorneys No. _____
 PTR No. _____ *[date issued]*, *[place issued]*
 IBP No. _____ *[date issued]*, *[place issued]*

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