



**Request for Quotation (RFQ)
 World Bank (WB)**

Date: March 6, 2025
 Solicitation No.: RFQ-WB-014
 PRAS No.: PRAS-02-024

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**

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 Upper Ground Floor, National Fisheries Research and Development Institute Building, BPI Compound, Brgy. Vasra, Visayas Avenue, Quezon City or email at nfrdi.fishcoreproc@gmail.com.

For clarifications, you may contact NFRDI-BAC at nfrdi.fishcoreproc@gmail.com.

Very truly yours,

Gramps
DR. JOSEPH CHRISTOPHER C. RAYOS
 Chairperson, Bids and Awards Committee

PHILGEPSS POSTED

Date: March 6, 2025

Terms and Conditions:

- Specifications here in provided are the minimum requirements of the NFRDI-FishCoRe. Hence a bidder must not offer lower specifications than required.
- 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.
- For those who will submit in a sealed envelope, must put the following details on the face of the envelope:
TO: NFRDI-Bids and Awards Committee
 Upper Ground Floor, National Fisheries Research and Development Institute Building, BPI Compound, Brgy. Vasra, Visayas Avenue, Quezon City
 * Project Name
 * Your Company Name
 * Company Address & Contact no.
 * Request for Quotation No.
 * Date & Time of Deadline
- Quotation validity shall not be less than: **Thirty (30) days**
- Terms of Delivery: **within march 20252025**
- Place of Delivery: **NFRDI CO, Quezon City**
- Terms of Payment: **within Thirty (30) days upon completion of delivery and submission of supporting**
- Liquidated Damages/Penalty: **(1/10) of one percent for everyday of delay shall be imposed.**
- In case of discrepancy between unit cost and total cost, unit cost shall prevail
- Mandatory Requirements for above Ph50,000.00 Estimated Project Cost (EPC):**
a) Business/Mayor's Permit
b) BIR Certificate of Registration
c) Tax Clearance Certificate
d) PhilGEPSS Certificate of Registration/Printable PhilGEPSS Membership Account with PhilGEPSS Registration No.
e) Notarized Affidavit of Undertaking (Download here: <https://bit.ly/NAoU2>)

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

Note:

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

PhilGEPSS 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 <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>	Unit Cost	Total Cost
1	150	pc	Notebook Specs: Size: 6x9 inches, Color: assorted colors, No. of leaves: 60 leaves	29.00	4,350.00			
2	180	pc	Ballpen Specs: Ink color: black Pen tip size: 0.5mm	8.00	1,440.00			
3	10	pc	Marker Specs: Ink: permanent, smear-proof, waterproof, refillable Ink color: black Pen tip size: fine point (1mm)	50.00	500.00			
4	4	pc	Sticky notes Specs: Size: 3x4 inches Color: assorted pastel colors Packaging size: 100 sheets per pad	40.00	160.00			
5	4	pc	Sticky notes Specs: Size: 1.5x2 inches Color: assorted pastel colors Packaging size: 100 sheets per pad	15.00	60.00			
6	1	box	Ballpen Specs: Ink color: blue, gel (sign pen) Pen tip size: 0.7mm	300.00	300.00			
7	2	box	Pencil with eraser Specs: Size: No.2 (medium)	125.00	250.00			

8	6	pc	Sharpener Specs: Holes: 2 Hole sizes: 12mm & 8mm Color: assorted colors	15.00	90.00			
9	6	pc	Stamp pad with ink Specs: Size: No. 4 (smallest) Ink color: blue	40.00	240.00			
10	6	pc	Clipboard Specs: Size: long Color: assorted colors Clip: stainless steel clip Board: acrylic	85.00	510.00			
11	6	pc	Transparent Envelope with Handle and Lock Specs: Size: legal (fits a long bondpaper) Lock type: push lock Material: transparent plastic, expanding Handle: easy grip Color: assorted colors	100.00	600.00			
12	6	pc	Scissors Specs: Size: 5 inches Color: assorted colors	40.00	240.00			
13	2	pc	Cutter Specs: Size: 18mm Color: assorted colors	60.00	120.00			
14	6	pc	Correction Tape Specs: Size: 5mm x 10m Color: assorted colors	40.00	240.00			
15	10	pc	Clear Adhesive Tape Specs: Size: big roll, 12mmx30m	10.00	100.00			
16	10	pc	Clear Adhesive Tape Specs: Size: big roll, 36mmx30m	30.00	300.00			
17	2	pc	Clipboard with cover Specs: Size: long (can fit a long bond paper) Clip: stainless steel clip Material: leather Color: blue	110.00	220.00			

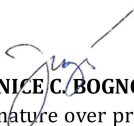
18	3	pc	Clearbook Specs: Color: gray, blue, black Pockets: 20 pockets Size: legal (can fit a long bond paper) Packaging: no holes, bind-type	90.00	270.00			
19	3	pc	Magazine Horizontal File Holder Specs: Color: blue, gray, black Type: closed bottom, horizontal Size: legal (can fit long folders and envelopes) Material: thick chip board	250.00	750.00			
20	2	pc	Stapler Specs: Material: heavy-duty, with staple wire remover Slot: for No.35 staple wire Color: blue, black	400.00	800.00			
21	10	box	Staple Wire Specs: Size: No.35	40.00	400.00			
22	2	box	Paper Binder Clip Specs Size: 2 inches	100.00	200.00			
23	2	box	Paper Binder Clip Specs Size: 1 5/8 inches	80.00	160.00			
24	2	box	Paper Binder Clip Specs Size: 1 inch	45.00	90.00			
25	1	pc	Ink cartridge compatible with HP Deskjet Ink Advantage 2777 Specs Brand: HP Code: 682 Color: Black	750.00	750.00			
26	1	pc	Ink cartridge compatible with HP Deskjet Ink Advantage 2777 Specs Brand: HP Code: 682 Color: Tri-color	750.00	750.00			
27	5	pc	Flash drive Specs Connector: USB 3.1 Gen 1, dual type-C Storage capacity: 128gb Speed: up to 400MB/s	1,500.00	7,500.00			
28	1	pc	Extension cord/wire Specs Size: 10 meters Outlet: 5 gang, universal outlet/two-way outlet Max wattage: up to 2500 watts	1,000.00	1,000.00			

29	2	pc	X-banner stand Specs Graphic size: 2.5 x 6ft Material: adjustable and easy to set-up	400.00	800.00			
30	1	pc	Rolling tool box/chest Specs heavy-duty, with wheels Storage capacity: 50L Handle: long telescopic handle (luggage-like) Color: black	3,500.00	3,500.00			
31	6	pack	Paper towel Specs: Packaging size: 175 pulls. 3 pcs in 1 pack	150.00	900.00			
			Area: National Fisheries Research and Development Institute, Fisheries Building Complex, BPI Compound, Visayas Avenue, Quezon City					
			Date: within second week of March 2025					
			Total Estimated Project Cost		27,590.00			

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END-USER: COMPONENT : Marlin 2.2
PURPOSE: for official use of the FishCoRe - CRVA project during Focus Group Discussions and Surveys
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 tUpper Ground Floor, National Fisheries Research and Development Institute Building, BPI Compound, Brgy. Vasra, Visayas Avenue, Quezon City


EUNICE C. BOGNOT
Signature over printed name
Procurement Officer

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