



Republic of the Philippines  
Department of Agriculture  
**PHILIPPINE FIBER INDUSTRY DEVELOPMENT AUTHORITY**  
3/F DA-PCAF Bldg., Department of Agriculture, Elliptical Rd., Diliman, Quezon City

### REQUEST FOR QUOTATION

The Philippine Fiber Industry Development Authority (PhilFIDA), thru its Bids and Awards Committee (BAC) invites all manufacturers, suppliers and distributors to send their sealed bids/quotations, within seven (7) days from publication hereof, for the supply/delivery of the items enumerated below:

CONTRACTS	Qty.	Unit	Description of Items	Approved Budget(PhP)	Place of Delivery
PR No. 21-11-693	1	Lot	<b>Supply and Delivery of Office Supplies and Consumables</b>	384,090.00	Philippine Fiber Industry Development Authority 3/F DA-PCAF Bldg., Department of Agriculture, Elliptical Rd., Diliman, Quezon City
			400 pcs. Folder with finger ring, 75mmx230mmx380mm		
			10 pcs. Stapler No. 35, heavy duty, 100 staples load capacity, 2-30 pages stapling capacity		
			20 reams Copy Paper, A3, 80gsm		
			300 reams Copy Paper, A4, 80gsm		
			150 reams Copy Paper, Legal, 80gsm		
			20 reams Colored Paper, Legal, 80gsm, Green		
			10 packs Ring Binder, 20mm, at least 10pcs/pack		
			10 packs Ring Binder, 25mm, at least 10pcs/pack		
			10 packs Ring Binder, 32mm, at least 10pcs/pack		
			100 pcs. Correction Tape, at least 8M		
			30 boxes Paper Clip, small		
			30 boxes Paper Clip, big		
			30 boxes Clip, backfold, 9mm		
			20 boxes Clip, backfold, 25mm		
			20 boxes Clip, backfold, 32mm		
			10 btls. Glue, all purpose, 130g		
			30 pads Note pad, 2x3"		
			30 pads Note pad, 3x4"		
			60 rolls Tape, packaging, 48mm		
			30 rolls Twine, plastic		
			20 cans Air Freshener, aerosol type, at least 300ml/can		
			100 cans Disinfectant spray, aerosol type, at least 350ml		
			20 cans Isecticide, aerosol type, multi-insect killer, odorless, 500ml/can		
			384 btls. Alcohol, ethyl, 70% solution, 500ml per bottle		
			30 gals. Alcohol, ethyl, 70% solution, 1 gallon		
			50 btls. Liquid hand soap, at least 225ml/bottle		
256 packs Toilet tissue paper, 2-ply, 12 rolls/pack					
384 boxes Surgical face mask, 3-ply, 50 pcs per box, FDA approved					
200 rolls Trashbag, black large, 10 pcs/roll					
			<b>TOTAL</b>	<b>384,090.00</b>	

**Interested bidders must be included in the registry of manufacturers/ suppliers/ distributors in the PhilGEPS.** Please submit your bid/quotation, PhilGEPS Certificate, Mayor's/Business Permit and duly signed & notarized Omnibus Sworn Statement in a sealed envelope addressed to Mr. Victor Y. Romano or email to **bac@philfida.da.gov.ph**. Information relating to examination, evaluation and comparison of price quotations shall be confidential.

Deadline for submission of quotation : 7 December, 2021 at PhilFIDA, 3/F DA-PCAF Bldg., Department of Agriculture, Elliptical Rd., Diliman, Quezon City.

This document and the Purchase Request can be viewed and downloaded in the link below:

<http://www.philfida.da.gov.ph/index.php/2016-11-10-03-33-24/bids-and-awards>

For inquiries, please call BAC Secretariat at Telephone No. 8721-9813 / 89288756 to 65 local 2652 or 09189402419.



**JOSE L. CATALLA**  
*Chairperson*