



Republic of the Philippines
Office of the President

Housing and Urban Development Coordinating Council

HOUSING AND LAND USE REGULATORY BOARD

Western Visayas Region Field Office

**REQUEST FOR QUOTATION (RFQ)
RFQ-WVR-16-002**

PURCHASE OF OFFICE SUPPLIES AND MATERIALS

The Housing and Land Use Regulatory Board Western Visayas Region (HLURB-WVR) Field Office, through its Bids and Awards Committee, hereby requests you to submit the price quotation for the purchase of office supplies and materials.

The details of the project/activity/program in accordance with Section 52.1(b) of the Implementing Rules and Regulations of Republic Act No. 9184 are as follows:

- Name of Project: Supply and Delivery of Office Supplies & Materials
- Specification: (Pls. refer to attached Annex "A" for specification)
- Area of Delivery: HLURB - WVR, 2/Floor INJAP Building, Diversion 2011, Diversion Rd., B. Aquino Avenue, Mandurriao, Iloilo City
- Approved Budget for the Contract: Seventy Thousand (P70,000.00) pesos only
- Submission of Bids: Within seven (7) days from the date of posting of RFQ

Interested suppliers are required to submit copies of their PhilGEPS Registration Certificate, and duly accomplished Price Quotation Form (Annex "A").

Submission of quotation and required eligibility document is on or before 4:00 P.M. of June 08, 2016 at HLURB-WVR, 2/Floor INJAP Building, Diversion 2011, Diversion Road, B. Aquino Avenue, Mandurriao, Iloilo City.

For inquiries, you may contact us at TeleFax No. (033) 3216177 and (033) 5018202.

original signed

ATTY. MELCHOR M. CALOPIZ
HLURB-WVR BAC Chairman

PRICE QUOTATION FORM**ATTY. MELCHOR M. CALOPIZ**

BAC Chairman, HLURB-WVR

2/Flr., INJAP Bldg., Diversion 2011, Div. Rd.,

B. Aquino Avenue, Mandurriao, Iloilo City

Sir/Madam:

After having carefully read and accepted the terms and conditions and the Request for Quotation, hereunder is our quotation/s for the item/s as follows:

Quantity	Unit of Issue	Item Description	Unit Price
30	bot	Alcohol, 70% Isopropyl w/ moisturizer, 500ml	
2	canister	Air Freshener, 280ml	
30	pc	Ballpen, black	
30	pc	Ballpen, blue	
20	pc	Ballpen, red	
10	pc	Battery, size AA, alkaline	
10	pc	Battery, size AAA, alkaline	
30	ream	Bond Paper, substance 20, long	
40	ream	Bond Paper, substance 20, short	
300	pc	Brown Envelope, short	
30	pc	Correction Tape, 8m	
5	pc	Cutter, heavy duty, metal grip	
4	box	Envelope, mailing, white, long, 500's/box	
2	box	File Clip, 25mm, 1 doz/box	
2	box	File Clip, 41mm, 1 doz/box	
2	box	File Clip, 51mm, 1 doz/box	
100	pc	Folder, green, expanding, hard, long	
200	pc	Folder, white, long	
300	pc	Folder, white, short	
15	pc	Highlighter/Marker Pen, assorted colors	
1	pc	Magnifying Glass, 4" w/ handle	
8	pc	Marker, permanent black	
8	pc	Marker, permanent blue	
8	pc	Marker, permanent red	

1	pc	Mopbucket	
6	box	Paper Fastener, metal 50 sets/box	
3	box	Pencil, w/ eraser #2, 1 doz/box	
2	pc	Puncher, heavy duty, steel, 2 holes	
20	cart	Printer Ink Cartridge, ME 166, black	
20	cart	Printer Ink Cartridge, 704, black	
4	cart	Printer Ink Cartridge, 704, tri-color	
10	bot	Printer Ink Refill T664, black	
15	cart	Printer Ink Toner TN1000	
5	pc	Record Book, 300 pages	
6	pc	Record Book, 500 pages	
6	box	Rubber Band, small, no. 16, assorted colors	
6	box	Rubber Band, extra large, no. 22	
2	pc	Scissor, 6"	
6	pc	Soap, bathroom 90gms	
5	pc	Staple Wire Remover	
1	pc	Stapler, standard heavy duty #35	
25	pc	Sticker Paper, white A4	
1	pc	Tape Dispenser, heavy duty for 1" tape	
12	roll	Tape, masking, 2", 50m	
12	roll	Tape, packaging, 2", 50m	
15	roll	Tape, transparent, 1", 50m	
12	roll	Tape, transparent, 2", 50m	
6	pc	Toilet Deodorant Cake,small	
15	roll	Trash Bag, transparent 20x30, 10pcs/roll	