



**REQUEST FOR QUOTATION
(Shopping 52.1b)**

Name of Project : **Supply and Delivery of Office Supplies**

Approved Budget : **Php90,000.00**
for the Contract

Deadline for Submission : MAY 07, 2019

Please quote your best quotation in line with the attached specifications. Suppliers are required to submit their valid and current Mayor's/Business Permit and PhilGEPS Registration Number.

Quotations shall be submitted in person, through e-mail, courier to the Procurement Unit, Administrative Division, PPA, PMO-Bataan/Aurora Admin. Bldg., Brgy. Lamac, Limay, Bataan.

For further information please refer to:

The BAC Secretariat, PPA, PMO-Bataan/Aurora
Telephone Nos. (047) 244-6246/ 2446936

Very truly yours,



GUALBERTO E. ANGELES

Chairperson, Bids and Awards Committee

PORT MANAGEMENT OFFICE - BATAAN/AURORA

PPA Administrative Building, Lamac, Limay, Bataan 2104 Philippines
Tel. No. (047) 244 6936 Fax No. (047) 2446246
email: pmolimay@yahoo.com / pmobataan@yahoo.com

PHILIPPINE PORTS AUTHORITY
PORT MANAGEMENT OFFICE-BATAAN/AURORA

Item No.	Item and Description	Qty	Unit
1	Flash drive, USB, 64GB	20	pcs
2	Paper Tray, plastic, 3-layer	10	pcs
3	Trash Bags, PE XXL size 18.5" x 18.5" x 40" 10pcs/pack	100	pack
4	Time Card	5	pks
5	Packaging Tape, 2", brown	9	rls
6	Duct Tape	3	rls
7	Tape Dispenser	5	pcs
8	Staple Wire, standard	10	bxs
9	Liquid Hand Soap, 350 ml	10	btls
10	Rubber Band, big	2	bxs
11	Post-it, 3"x3"	20	pds
12	Pencil with eraser	24	pcs
13	Mouse, optical	10	pcs
14	Laminating Film, A4	2	bxs
15	Folder, long, tagboard/ordinary	200	pcs
16	Folder, A4, tagboard/ordinary	100	pcs
17	Folder, morocco, long, maroon	100	pcs
18	Folder, looseleaf, long	10	prs
19	Folder, expanding/pressboard	200	pcs
20	Fastener, plastic coated	20	bxs
21	Date Stamp	5	pcs
22	Paper Clip, small	20	bxs
23	Paper Clip, big	10	bxs
24	Binders Clip, 2"	5	bxs
25	Binders Clip, 1-5/8"	5	bxs
26	Binders Clip, 1-1/4"	5	bxs
27	Binders Clip, 1"	5	bxs
28	Binders Clip, 3/4"	15	bxs
29	Calculator, desktop, 14 digits, heavy duty	5	pcs
30	Multi-copy paper, A3	5	rms
31	Alcohol, rubbing, 70% isoprophyl, 500ml	50	btls
32	Disinfectant spray, 480 ml	5	can
33	Ballpen, green (high tech pen)	24	pcs
34	Fastener, metal	20	box
35	Envelope, expanding, legal size	50	pcs
36	Envelope, brown, legal size	200	pcs
	-----nothing follows-----		