



PHILIPPINE INSTITUTE FOR DEVELOPMENT STUDIES
18th Floor Three Cyberpod Centris-North Tower EDSA Quezon City
Tel No. 8877-4013/4006 : Fax 8877-4099 : TIN # 000-844-550

REQUEST FOR QUOTATION

Date: January 21, 2025
Reference No (PR No.): 2025-018, 21,22

To All Interested Bidders:

This is to request for quotation on the PIDS procurement requirement enumerated hereunder. If you are interested and, in a position, to furnish the same, we shall be glad to have your best price, terms and conditions of delivery, submitted not later than **27 January 2025 (10:00AM)** addressed to the *Procurement Management Division of the Administrative and Finance Department* at the abovementioned address. PIDS reserves the right to reject any and/or all bids, declare failure of bidding, or not award the contract under the conditions specified in Section 41 of the 2016 Revised IRR of RA 9184.

The price quotation/s, to be denominated in Philippine peso, **shall include all applicable taxes, duties, and/or levies payable.**

Very truly yours,

July R. Suñg
CAO, Procurement Management Division

Item	Qty	UOM	Articles/Description	Unit Cost	Total Cost
1	5	cart	Toner Cartridge HP CF289A, Black ABC – PhP50,000.00		
2	4	cart	Toner Cartridge HP CF214A/XC, Black ABC – PhP61,980.00		
3	10	pc	Double sided tape (24mm) ABC – PhP550.00		
4	2	pc	Clicker (Wireless Presentation Remote) ABC – PhP5,200.00		
5	5	pc	Glue, 80ml ABC – PhP250.00		
6	5	pc	Cutter ABC – PhP450.00		
8	40	pc	Sticky Notes (3 x 3 inches) ABC – PhP1,920.00		
9	20	pack	Sticker Paper for name tags ABC – PhP1,500.00		

Requirements:

- Valid Mayor's/Business Permit
- PhilGEPS Registration No. (*if **PhilGEPS Platinum Certificate** is provided, Mayor's/Business Permit is no longer required, as long as the attached permit in the Certificate is valid.*)
- Notarized Omnibus Sworn Statement

The price and details of the above offer are certified correct:

Name of Firm (<i>Bidder</i>)	Signature over Printed Name of <i>Bidder's Representative</i>
Address	Business Permit No.
Telephone <i>and/or Mobile No.</i>	Tax Identification Number (<i>TIN</i>)
Email Address	PhilGEPS Registration Number

Note: PIDS is evaluating its supplier's performance based on the quality of services rendered or goods delivered, timeliness of delivery, customer/after sales service and overall quality of service.