

**Bid Notice Abstract**

Request for Quotation (RFQ)

Reference Number 9066710

Procuring Entity CITY OF PASIG

Title Supply and Delivery of Various Office Supplies and Equipment for the City Veterinary Office

Area of Delivery Metro Manila

Solicitation Number:	100-22-06-816	Status	Active
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	0
Category:	Office Supplies and Devices	Date Published	30/09/2022
Approved Budget for the Contract:	PHP 70,782.00	Last Updated / Time	30/09/2022 00:00 AM
Delivery Period:	30 Day/s	Closing Date / Time	06/10/2022 10:00 AM
Client Agency:			
Contact Person:	Rho Depaudhon BAC Secretariat Pasig City Hall, Caruncho Avenue,		

Barangay San Nicolas,
Pasig City
Metro Manila
Philippines 1600
63-2-86431111 Ext.1461

bidsandawards@pasigcity.gov.ph

Description

Items Quantity / Units

- 2 Folder White,
- Short 150 pcs
- 3 Official Log Book,
- Size: 8.5" x 11", 500 pages 15 pcs
- 4 Permanent Marker,
- Blue, Broad Tip 20 pcs
- 5 Permanent Marker,
- Black, Broad Tip 20 pcs
- 6 Permanent Marker,
- Red, Broad Tip 10 pcs
- 7 White Board Marker,
- Red, Broad Tip 10 pcs
- 8 Steno Notebook,
- Size: 6"x9" Spiral, 40 LVS. 55 gms 20 pcs
- 9 Pencil Lead w/Eraser,
- Wood Case, Hardness, HD #1 20 pcs
- 10 Fastener,
- Plastic 50s/box 4 boxes
- 11 Paper Clip,
- Vinyl Coated Big, 50mm 70s/box 10 bxs
- 12 Paper,
Size: 11" x 14 7/8", Continues Payroll 4 Ply, Subs. 16 1 bx
- 13 Masking tape,
- Size: 2", 48mmx50mm 12 rolls
- 15 Board Paper,
- Size: 8 1/2"x11" (letter size)
- 200gsm x 100s/pack, 210mx297mm 6 packs
- 16 Uninterrupted Power Supply (UPS),
- Automatic Voltage Regulator (AVR)
- Heavy Duty
- total power output 1000watts
- 110V & 220V inlets 2 pcs
- 17 Computer Wired Keyboard,
- USB Connection 5 pcs
- 18 USB Flash Drive,
- 1 TB 2 pcs
- 19 Certificate Frame,
- Size: 20cm x 30cm 10 pcs
- 20 Computer Mouse Pad,
- Size: 8.5"x7"x11" 5 pcs
- 21 White Board,
- Size: 60cmx90cm 1 pc
- 22 Laminating Film Roll Paper,
- Size: 12", 250 microns 50 meters 2 units
- 23 Laminating Film,
- Size: 6", 200 microns 2 units
- 24 Laminator Hot & Cold A4/A3,
- Paper Cutter + A4 Laminating Film 2 units
- 25 Transparent Tape,
- Size: 1", 24mm x 50m 12 rolls
- 26 Transparent Tape,
- Size: "2, 48mm x 50m 12 rolls
- 27 Epson L210 & L565 Ink (black) 664,
- Ink Cartridge 24 pcs
- 28 Clip Board,
- Size: 8.5" x 14", 216x356mm (Plastic) 6 pcs
- 29 Official Log Book,
- Size: 8.5" x 11", 300 pages 15 pcs
- 30 White Board Marker,
- Blue, Broad Tip 20 pcs
- 31 Sign Pen,
- Black 0.7 10 pcs
- 32 Sign Pen,

- Blue 0.7 5 pcs
33 Correction Tape,
- Size: 5mm x 10mm 25 pcs
34 Pencil Eraser 5 pcs
35 Paper Clip,
- Vinyl Coated Small, 33mm 70s/box 10 bxs
37 Stapler Heavy Duty,
- No. 35, 24/6 2 pcs
38 Masking Tape, Size: 1", 24mm x 50m 12 rolls
40 Flash Refill Ink Seal Stamp 10ml (purple) 12 btl
41 Parchment Paper Long,
- 100 pcs 2 packs
45 Cork Board,
- Size: 24" x 18" 3 pcs
46 Push Pin,
- Standard, Plastic 100s/box
for cork board 3 pcs

PRICE QUOTATION/S SHOULD BE PRINTED ON COMPANY'S OFFICIAL LETTERHEAD TOGETHER WITH THE FOLLOWING UPDATED DOCUMENTS;

-Mayor's/Business Permit
-PhilGEPS Registration Number
-Income/Business Tax Return
-Accomplished and notarized Omnibus Sworn Statement
(<https://www.gppb.gov.ph/assets/forms/Omnibus%20Sworn%20Statement>
(Revised).docx)
-Proof of Authorization: Secretary's Certificate if corporation, or Special Power Of Attorney, if individual

NOTE:
TO BE SUBMITTED SEALED AND LABELED ON A LONG BROWN ENVELOPE, FOLLOWING THIS FORMAT AS FOLLOWS:

FOR:
ATTY. JOSEPHINE C. LATI-BAGAOISAN
BAC Chairperson

THRU:
ATTY. PONCE MIGUEL D. LOPEZ
Head-BAC Secretariat
BAC Secretariat's Office
4th Floor, Pasig City Hall,
Caruncho Avenue,
Pasig City

DATE : _____
COMPANY'S NAME : _____
PhilGEPS REFERENCE NUMBER : _____
PROJECT TITLE : _____

Created by Rho Depaudhon
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