



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 9964876
Procuring Entity CITY OF PASIG
Title Supply and Delivery of Various office Supplies – Pasig City Library
Area of Delivery Metro Manila

Solicitation Number: R2 100-23-01-225 Trade Agreement: Implementing Rules and Regulations Procurement Mode: Negotiated Procurement - Small Value Procurement (Sec. 53.9) Classification: Goods Category: Office Equipment Supplies and Consumables Approved Budget for the Contract: PHP 171,931.26 Delivery Period: 30 Day/s Client Agency:	Status	Active
	Associated Components	1
	Bid Supplements	2
	Document Request List	8
	Date Published	21/07/2023
	Last Updated / Time	31/07/2023 16:11 PM
	Closing Date / Time	04/08/2023 09:00 AM
Contact Person: ATTY. PONCE MIGUEL D. LOPEZ Officer In Charge, Procurement Management Office 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

- 1 Accession Record,
- 8.5"x14"(200 pages)
75gsm
hardbound cover 6 pcs
- 2 Acetate, plastic cover,
- #3 hard thick, 50m length 4 rolls
- 3 Acetate film sheet for lamination,
- size A4
100 sheets per pack
80 microns 50 packs
- 4 Ballpen,
- color black
ball point
0.5mm 272 pcs
- 5 Battery AA,
- 4's 6 packs
- 6 Battery AAA,

- 4 's 6 packs
7 BLADE CUTTER 1" 6 pcs
8 Bond Paper,
- A4 size 80gsm 500 sheets per ream 20 reams
9 Bond Paper Long (Legal size),
- 80gsm 500 sheets per ream 60 reams
10 bookends,
- Material: Steel
color: blue
size:42cm x 22cm x14cm(approximate) 10 pairs
11 Calculator,
- Solar powered 12digit calculator
metal panel 6 pcs
12 Clipboard,
- Legal Size/plastic 12 pcs
13 Correction Tape,
- 8m length 79 pcs
14 Crayons,
- 24 color 33 boxes
15 Brown Envelope,
- size A4
100 pcs per pack 2 packs
16 Envelope Brown (Legal) 100's,
- 100 pcs per pack 2 packs
17 Envelope mailing,
- white 100 pcs per pack
size: Width 11cm Length 24cm 4 packs
18 Fastener,
- Plastic material paper fastener
7cm 50 sets per box 12 boxes
19 Long folder brown,
- 100 pcs per pack 5 packs
20 folder a4 brown color,
- 100 pcs per pack 4 packs
21 folder long expandable paper hard (dark blue color)
100 pcs
22 Glue All Purpose (200g w/ applicator),
- 12pcs/box 12 box
23 Illustration Board,
- (1 whole) 4 pcs
24 INDEX CARD, 3"x5",
- 500 pcs per pack 6 packs
25 sticker paper,
- luminous sticker paper (blank Label sticker)
color: blue
size: A4
5 sheets per pack 5 packs
26 sticker paper,
- luminous sticker paper (blank label sticker)
color: yellow
size: A4
5 sheets per pack 5 packs
27 sticker paper,
- luminous sticker paper (blank label sticker)
color: green
size: A4
5 sheets per pack 5 packs
28 sticker paper,
- luminous sticker paper (blank label sticker)
color: red
size: A4
5 sheets per pack 5 packs
29 stackable magazine rack,
- magazine rack for library use
dark blue color
material: steel
size: 2' Length x 3' Width x 2' Height(approximate) 7 pcs
30 Marker fluorescent,
- 3 colors/set 24 packs
31 Marker Permanent,
- Black 36 pcs
32 White Pad Paper,
- size: 8.5" X 13"
90 sheets per pad 12 pads
33 Paper Clip,

- size : jumbo
100 pcs per box 12 boxes
34 Yellow Pad Paper,
- size: 216mm X 330mm
55 gsm 80 sheets per pad 12 pads
35 Paper Clip,
- size: small
100 pcs per box 12 boxes
36 Paper puncher,
- 02 holes
material: Steel
size 7cm hole to hole 2 pcs
37 glue all purpose (916ml/1quart),
- glue all-purpose with applicator 24 jars
38 Pencil sharpener,
- heavy duty hand crank
material: metal 2 pcs
39 quality stamp pad felt#2,
- color purple
3.5" X 5.5" 2 pcs
40 Pencil #1,
- 12 pcs perbox 12 boxes
41 Ribbon,
- for manual typewriter (olympia model)
black nylon ink- medium 6 rolls
42 Record Book 300 pages, size 214mm x 278mm min. 12 pcs
43 Rubber Band,
- Big ring size
350 gms per box 6 boxes
44 24" Ruler Transparent,
- material : clear plastic 6 pcs
45 Sign pen black 0.5,
- non refillable 12 pcs
46 Stapler heavy duty,
- standard size 5 pcs
47 Scissors heavy duty medium size,
- size: 25cm 6 pcs
48 staple wire #. 26-6,
- 5000 staple wires per box 12 boxes
49 Stam-pad Ink,
- color purple 4 pcs
50 Sticker label for card catalog,
- printable
size: 25cm x 35cm 120 packs
51 Masking Tape,
- 1"
(24mm)
20 yards 12 rolls
52 Tape Dispenser,
- Table top, heavy duty
size: 12mm/18mm/24mm (approximate)
color : Blue 3 pcs
53 Tape, type:
- packaging
size: 2"
60mm/30m
color white 1 roll
54 tape transparent 1",
- 100 meters per roll 100 rolls
55 Epson 003 Black,
- 65ml per bottle 40 btls
56 Epson 003 Cyan,
- 65 ml per bottle 12 btls
57 Epson 003 Yellow,
- 65 ml per bottle 12 btls
58 Epson 003 Magenta,
- 65 ml per bottle 12 btls
59 Whiteboard marker (black) 36 pcs
60 ADHESIVE TAPE,
- transparent 24mm (1") width
50meters length 12 rolls
61 specialty paper short white(200gsm) (100sheets) 8 packs

PRICE QUOTATION/S SHOULD BE PRINTED ON COMPANY'S OFFICIAL LETTERHEAD TOGETHER WITH THE

