



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 10002503  
**Procuring Entity** CITY OF PASIG  
**Title** Supply and Delivery of Various Office Supplies and Materials – ABC President Office  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b> 100-23-05-1274 <b>Trade Agreement:</b> Implementing Rules and Regulations <b>Procurement Mode:</b> Negotiated Procurement - Small Value Procurement (Sec. 53.9) <b>Classification:</b> Goods <b>Category:</b> Office Equipment Supplies and Consumables <b>Approved Budget for the Contract:</b> PHP 106,929.40 <b>Delivery Period:</b> 30 Day/s <b>Client Agency:</b>	<b>Status</b>	<b>Active</b>
	<b>Associated Components</b>	1
	<b>Bid Supplements</b>	1
	<b>Document Request List</b>	1
	<b>Date Published</b>	03/08/2023
	<b>Last Updated / Time</b>	07/08/2023 10:21 AM
	<b>Closing Date / Time</b>	11/08/2023 09:00 AM
<b>Contact Person:</b> 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

LOT 1

- 1 Data File Box,  
 - Made of chipboard with closed end (any color)
  - o Width: 125 mm
  - o Height: 230 mm
  - o Length: 400 mm 30 pc
- 2 toner laser,  
 - Toner laser jet MFP M436nda (HP)  
 compatible to photo copy machine 4 pcs
- 3 Epson Ink 003 (CMYK),  
 - compatible to Epson L360 printer 4 sets
- 4 canon printer ink cartridge 810 (black),  
 - 1 pc/box, compatible for canon IP2770 4 boxes
- 5 canon printer ink cartridge 811 (colored),  
 - 1pc/box, compatible for canon IP2770 4 boxes
- 6 Micro USB 64GB,  
 - black color 4 pcs
- 7 Digital Voice Recorder,  
 - Portable with USB record in PCM  
 WMA, MP3 format internal 4GB memory & micro SD

Stereo S-Microphone System records distant or quite sounds clearly  
Battery Life 20 hours (min) (recording mode, MP3 128kbps)  
Accessories:  
Instruction Manual (English Manual)  
Warranty:  
One year on parts and services  
Packaging:  
One (1) Unit per box 1 unit

LOT 2  
8 Disinfectant spray,  
- Aerosol Type  
400 gms  
Scent : Fresh Blossom 20 cans  
9 Air Freshener,  
- 300 ml, fresh lemon scent (long lasting room spray)  
20 bottles  
10 Alcohol,  
- 70% Isopropyl alcohol 3.785 liters 17 bottle

LOT 3  
11 helmets,  
- helmets, (Large Standard)  
(for motorcycle, half face)  
- Black Color  
- Quick - release D.O.T spec Metal buckle chin retention system  
- Certified DOT FMVSS 218 with ICC Sticker 2 pcs  
12 Aluminum alloy top box,  
- For Honda Beat F1  
- Top box with Bracket  
- Aluminum motorcycle top box  
- Capacity: 45 liters  
- Weatherproof  
- With Lock and Key  
- With internal lining  
- Color: Black  
- With Installation 2 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](https://www.gppb.gov.ph/assets/forms/Omnibus%20Sworn%20Statement%20(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  
Officer In Charge, Procurement Management Office  
4th Floor, Pasig City Hall,  
Caruncho Avenue,  
Pasig City

DATE : \_\_\_\_\_  
COMPANY'S NAME : \_\_\_\_\_  
PhilGEPS REFERENCE NUMBER : \_\_\_\_\_  
PROJECT TITLE : \_\_\_\_\_

**Remarks**  
New closing date, August 11, 2023 at 9:00 AM  
  
Please be guided accordingly

**Date Created** 02/08/2023

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