



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 10023038  
**Procuring Entity** CITY OF PASIG  
**Title** Supply and Delivery of GAD Seminar Kit – Special Children Educational Institution  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b> 100-23-07-1638	<b>Status</b>	<b>Active</b>
<b>Trade Agreement:</b> Implementing Rules and Regulations		
<b>Procurement Mode:</b> Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Associated Components</b>	1
<b>Classification:</b> Goods		
<b>Category:</b> Office Equipment Supplies and Consumables	<b>Bid Supplements</b>	1
<b>Approved Budget for the Contract:</b> PHP 82,117.00		
<b>Delivery Period:</b> 15 Day/s	<b>Document Request List</b>	5
<b>Client Agency:</b>		
<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	<b>Date Published</b>	09/08/2023
	<b>Last Updated / Time</b>	14/08/2023 11:46 AM
	<b>Closing Date / Time</b>	18/08/2023 09:00 AM

#### Description

Items Quantity / Units

- 1 Ballpen,  
- BLACK; Ball point size: 1.00 mm medium point for doodling, note- taking 345 piece
- 2 Notebook,  
- Spiral notebook; 80 leaves per notebook; standard size: 200 mm x 148 mm 345 pcs.
- 3 Sticker paper,  
- Matte sticker paper; A4 size; 10 sheets per pack 10 packs
- 4 Permanent Marker,  
- Black; permanent 10 pcs
- 5 Masking Tape,  
- 1 roll; Width: 50.8 mm or 2 inches x 20 yards 5 rolls
- 6 Umbrella,  
- 2-fold; Material: waterproof fabric held by a collapsible metal frame of thin ribs radiating the top of a carrying stick handle; approximately 11 inches; assorted colors 345 pcs
- 7 Eco bag,  
- w/o print; Material: canvas; Size: approximately 10.35 inches x 10.12 inches; Color: off-white; Style: flat 345 pcs

- 8 2x6,  
- 13oz tarpaulin with full color designs seaming all side and eyelet every one foot,  
Tarpaulin; Size: 6 ft. x 2 ft.; Orientation:  
Landscape; Full color design; Seamings on all sides;  
Eyelet on every corner 6 pcs  
9 Transparent tape,  
- Transparent adhesive tape; 1 inch or 25.4 mm x 50 yards 1 rolls

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%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 18, 2023 1at 9:00 AM

Please be guided accordingly

**Created by** ATTY. PONCE MIGUEL D. LOPEZ

**Date Created** 08/08/2023

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