



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 10081759
Procuring Entity CITY OF PASIG
Title Supply and Delivery of Various Supplies for the Conduct of the Solutions Plus Project – City Transport Development and Management Office
Area of Delivery Metro Manila

Solicitation Number: 100-23-06-1946	Status	Active
Trade Agreement: Implementing Rules and Regulations		
Procurement Mode: Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	1
Classification: Goods		
Category: Office Equipment Supplies and Consumables	Bid Supplements	1
Approved Budget for the Contract: PHP 72,665.00		
Delivery Period: 7 Day/s	Document Request List	1
Client Agency:		
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	Date Published	30/08/2023
	Last Updated / Time	04/09/2023 11:34 AM
	Closing Date / Time	08/09/2023 09:00 AM

Description

Items Quantity / Units

- 1 Permanent Marker, (Black) 24 pcs
- 2 Whiteboard Marker (Blue) 24 pcs
- 3 Whiteboard Marker (Red) 24 pcs
- 4 Manila Paper 36x48in 2 sheets/set 25 set/s
- 5 Sticky Notes 25x75mm NEon 80s 3 colors/Pad 10 pad/s
- 6 Double Sided Tape 9mmx10m 20 pcs
- 7 Double Sided Tape 24mmx9m 20 pcs
- 8 Transparent Tape 24mmx40m Clear 20 pcs
- 9 Tape Dispenser, Large, HD 3 pc/s
- 10 Ballpoint Pen (Black) 50pcs/box, 0.5mm - 0.7mm Point Tip
3 box/es
- 11 Ballpoint Pen (Red) 50pcs/box, 0.5mm - 0.7mm Point Tip
1 box/es
- 12 Pencil, #2, w/ eraser, 12pcs/box 5 box/es
- 13 Scissor 5in pointed HD 3 pcs

14 Stamp Pad #1, Black 3 pcs
15 Stamp Pad Ink (Black) 50ml 2 bottle/s
16 Dater Stamp RECEIVED wheel dater roller 2 pcs
17 Paper Clip 50mm 100pcs/box 10 box/es
18 Correction Pen, 8ml, 2pcs/box 6 box/es
19 Staple Gun Tacker 3in1 HD, with 600/2400pcs
Gun Tacker Staple Wire Refill
Material: Aluminum alloy shell aluminum handle
Surface Treatment: Chrome plating
Easy to reload cartridge, simply slide out the back door
Staple gun can be used with diff sizes from 4mm to 8mm
2 pcs
20 Fastener (Plastic) 50pcs/box assorted color,
8cm two-hole Paper Fastener 5 box/es
21 Puncher 2holes HD (Punch up to 16sheets) 3 pcs
22 Epson L3110 Ink-003 Black 8 bottle
23 Epson L3110 Ink-003 Magenta 5 bottle
24 Epson L3110 Ink-003 Cyan 5 bottle
25 Epson L3110 Ink-003 Yellow 5 bottle
26 Ribbon Bow for Cutting Ceremony, Aqua Blue,
ready made Ceremonial Ribbon,
Ribbon Bow 12", 20mm Width, 3yards Length 1 pcs
27 Plain Ribbon 20mm Width White 10 yard/s
28 Plain Ribbon 20mm Width Aqua Blue 10 yard/s
29 Paper Foldback Clip 25mm 12pcs/box 5 box/es
30 Paper Foldback Clip 32mm 12pcs/box 5 box/es
31 Paper Foldback Clip 41mm 12pcs/box 5 box/es
32 ID Lace, Lanyard - 36 Inches length/long,
3/4 of an inch wide. (Blue) 100 piece
33 ID Holder, Badge Holder cards protector,
4x3 inches horizontal ID card name tag holder clear soft vinyl
plastic sleeve with waterproof type resealable zip 100 piece
34 Parchment Paper 8 1/2" x 11", 10 sheets/pack,
85gsm, color: Cream 5 pack/s
35 Photo Paper A4 210x297mm, 10sheet/pack,
Premium Matte, 240gsm 1 pack/s
36 Sticker Paper A4 105gsm 100pcs/pack Matte 1 pack/s
37 Sticker Paper A4 105gsm 100pcs/pack Glossy 1 pack/s
38 Brown Short Folder, White Tab, 100pcs/pack,
(pre-punched) 1 pack/s
39 Brown Long Folder, White Tab, 100pcs/pack,
(pre-punched) 1 pack/s
40 White Short Folder, 100pcs/ream 1 ream
41 White Long Folder, 100pcs/ream 1 ream
42 Brown Short Envelope, 100pcs/pack 1 pack/s
43 Plastic Clear Short Envelope, 25pcs/pack 1 pack/s
44 Plastic Clear Long Envelope, 25pcs/pack 1 pack/s
45 Small Notebook, composition notebook,
color: Brown, 14x21cm 38 sheets approximate 100 pcs
46 Desk Tray, 3 Layers Black,
29.5cm x 35cm x 25.8cm approximate 3 pcs
47 Magnetic White Board, Aluminum Frame,
with Stand 3/4feet, 36 x 60 inches 2 pcs
48 Multi-Frame Cork Board,
with Aluminum Frame 3x4 feet 2 pcs
49 Tarp Stand, Roll-Up Banner Stand 2.78 ft x 6.56 ft 2 pcs
50 HDMI Cable, 3.28ft, HDMI to HDMI cable 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, September 08, 2023 at 9:00 AM

Please be guided accordingly

Created by ATTY. PONCE MIGUEL D. LOPEZ

Date Created 29/08/2023

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