



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 10129190
Procuring Entity CITY OF PASIG
Title Supply and Delivery of Various Office Supplies for the Conduct of BNEO and POPS Plan Workshop Seminar – City Mayor’s Office
Area of Delivery Metro Manila

Solicitation Number: 100-23-07-1767	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	2
Approved Budget for the Contract: PHP 442,149.50		
Delivery Period: 15 Day/s	Document Request List	4
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	14/09/2023
	Last Updated / Time	20/09/2023 10:20 AM
	Closing Date / Time	25/09/2023 09:00 AM

Description

Items Quantity / Units

- 1 Bond Paper A4,
- 80 GSM 20 reams
- 2 Specialty Paper A4,
- 220 GSM Vellum Wite 600 pcs
- 3 acrylic photo frame,
- Acrylic Photo Frame A4, Clear 15 pcs
- 4 Id holder with lace,
- Big size, one hole, blue
19cm (L) x 1CM (W) x 7cm (H) 405 pcs
- 5 Ballpen,
- BLACK, Ball Point 500 pcs
- 6 filler notebook,
- Assorted Color, 20 leaves, 6" x 8.5" 450 pcs
- 7 Document Bag with PCPOC logo,
- customized, see terms of reference sample picture
- 2 zipper closure pockets

- Size 28 x 34 x 4 cm
- spacious and enough to fit A4 documents and laptop
- canvas 70 pcs
- 8 sticker paper,
- A4, matte, 80 GSM 500 pcs
- 9 FLASH DRIVE,
- 3.0 16GB 405 pcs
- 10 EPSON INK #003
- (BLACK), L3110 6 pcs
- 11 Epson Ink 003,
- L3110, Yellow 6 pcs
- 12 Epson Ink 003-,
- L3110 Magenta 6 pcs
- 13 Epson Ink 003,
- L3110, Cyan 6 pcs
- 14 acrylic name tag holder,
- 12 in x 3 in horizontal 30 pcs
- 15 Certificate Holder,
- A4, (blue), Double-sided 330 pcs
- 16 Expanding Plastic Envelope with Handle,
- Clear, Blue, Legal Size 370 pcs
- 17 Local Government code book,
- Booklet, 1991 RA 7160 335 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%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 25, 2023 at 9:00 AM

Please be guided accordingly

Created by ATTY. PONCE MIGUEL D. LOPEZ
Date Created 13/09/2023

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