



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 10253210  
**Procuring Entity** CITY OF PASIG  
**Title** Supply and Delivery of Various Office Furniture and Fixtures – Ugnayan sa Pasig  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b> 100-23-08-1881	<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> Furniture	<b>Bid Supplements</b>	1
<b>Approved Budget for the Contract:</b> PHP 182,200.00		
<b>Delivery Period:</b> 30 Day/s	<b>Document Request List</b>	8
<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>	24/10/2023
	<b>Last Updated / Time</b>	27/10/2023 17:30 PM
	<b>Closing Date / Time</b>	03/11/2023 09:00 AM

#### Description

Items Quantity / Units

1 Clerical Chair,

- Features:

- Seat with Pneumatics

- Tension Management

- Tilt Locking Mechanism

- Tilt in Time

Weight Capacity: 100- 150 kg

Materials: Chrome-plated base with twin casters Covering;

Seat: Mesh fabric , Back; Mesh

Color: Black

Dimensions;

Height - Approx. 94 cm

Width: Approx. 60 cm

Depth: Approx. 70 cm 7 units

2 Executive Table,

- Features:

- Bow front executive table with plastic grommet with adjustable footings

- Modesty lamination for heat and scratch resistance

- D-nut metal to metal connection

Materials: 25 mm MFC Engineered board,  
powdered coated metal  
Color: Hazel + white  
Dimension:  
Length - 180 cm - 200cm  
Width - 70 cm - 90 cm  
Height - 75 cm - 90 cm 1 pc  
3 Executive Chair,  
- Features:  
- High Back Leatherette Chair design with reclining  
backrest and adjustable footrest  
- Back Tilt/Tilt Lock Mechanism  
- 360 degree swive  
- Built-in Lumbar Support  
- Pneumatic Seat  
- Premium wooden or leatherette covered armrest  
Base Material: Chrome base, twin casters  
- Coverings: SEAT: Leatherette  
BACK: Leatherette  
Color: White, Beige, Tan or Brown  
Weight Capacity: 150-200 kg  
Dimension: (H x W x  
EAT: Approx. 55 x 54 x 50 cm  
BACK: 74 x 45.5 cm  
OVERALL: 116 -124 x 65 x 50 cm 1 units  
4 Conference table,  
- Features:  
- Cable management grommet in the center  
- Floor levelers that can be adjusted  
- Heat and scratch resistance melamine lamination  
- D-nut metal-to-metal connection for the long life and  
simple re-installation  
Seating Capacity: At least 8 seaters  
Material: 25mm MFC Engineered board, power coated metal  
Color: Hazel + White  
Dimension:  
Length- Approx. 300 cm  
Width - Approx. 120 cm  
Height - Approx 75 cm 1 unit  
5 Steel Filing Cabinet,  
- Features  
- 4 Layer Drawer w/ recessed handle  
- Gauge: 20  
- Central Locking Mechanism  
Weight Capacity: 70-100 kg  
Material: Steel Metal  
Color: Beige or White  
Unit Dimension: Width - Approx. 90 cm  
Dimension - Approx. 45 cm  
Height - Approx. 133 cm 2 units  
6 Mobile pedestal 3 Layers,  
- Features:  
- Metal Top  
- Central Locking System  
- With Pen Tray  
- File Divider  
Material: Metal  
Color : Beige or White  
Dimension : Width - Approx. 40 cm  
Depth - Approx 56 cm  
Height - Approx 65 cm 2 units  
7 Visitor chair,  
- Features:  
- All Materials metal with Wood  
Color: White or Black  
Weight Capacity: 150 -200 kg  
Dimensions:  
Height floor to backrest: Approx. 86 cm  
Width Seat: 41 - 45 cm  
Depth: 45 cm - 55 cm 8 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)  
-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, November 03, 2023 at 9:00 AM

Please be guided accordingly

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

**Date Created** 23/10/2023

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