



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 10247482
Procuring Entity CITY OF PASIG
Title Supply and Delivery of Various Office Supplies for Various Trainings – Peace and Order Department
Area of Delivery Metro Manila

Solicitation Number: 100-23-08-1809	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	4
Approved Budget for the Contract: PHP 85,700.00		
Delivery Period: 30 Day/s	Document Request List	2
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	23/10/2023
	Last Updated / Time	15/11/2023 11:49 AM
	Closing Date / Time	20/11/2023 09:00 AM

Description

Items Quantity / Units

1 document card case,
 - Document Card Case
 A5 size 300 pcs
 2 Note Fillers,
 - 5 booklets per pack
 Assorted Colors
 7" x 10" 100 pack
 3 Colored Paper,
 - (A4)
 Assorted Colors
 10's per pack 25 pack
 4 Manila Paper,
 - 36" x 48"
 48gsm 30 pcs
 5 Expanding Plastic Envelope with Handle,

- Zipper type lock
Assorted Colors
Long
With handle 300 pcs
6 Certificate holder,
- A4 Size (single)
Gray (color) 300 pcs
7 Certificate frame,
- A4 size
Brown 10 pcs
8 ID Lanyard,
- Color Red
15 1/2 inches (length)
1 inch (width) 274 pcs
9 sticker paper,
- A4, matte
10pcs. per pack
200 gsm 30 pack
10 Special Paper Matte,
- A4 size
Pale Cream
10's per pack
200gsm 100 pack
11 ID Holder,
- Transparent Soft Waterproof Card Holder
A3 size 274 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, November 20, 2023 at 9:00 AM

Please be guided accordingly

Created by ATTY. PONCE MIGUEL D. LOPEZ
Date Created 20/10/2023

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