



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 10335677
Procuring Entity CITY OF PASIG
Title Supply and Delivery of Various Office Supplies – Pasig City Library
Area of Delivery Metro Manila

| | | |
|--|------------------------------|---------------------|
| Solicitation Number: 100-23-01-225 | 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 298,970.97 | | |
| Delivery Period: 30 Day/s | Document Request List | 3 |
| 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 | 20/11/2023 |
| | Last Updated / Time | 28/11/2023 11:29 AM |
| | Closing Date / Time | 01/12/2023 09:00 AM |
| | | |

Description

Items Quantity / Units

1 Accession Record, 8.5"x14"(200 pages)75gsm
hardbound cover 6 pcs
2 Acetate, plastic cover, #3 hard thick, 50m length 4 rolls
3 Acetate film sheet for lamination, size A4
100 sheets per pack
80 microns 50 packs
4 Ballpen, color black
ball point
0.5mm 272 pcs
5 Battery AA, 4's 6 packs
6 Battery AAA, 4 's 6 packs
7 BLADE CUTTER 1" 6 pcs
8 Bond Paper, A4 size 80gsm 500 sheets per ream 20 reams
9 Bond Paper Long (Legal size),
80gsm 500 sheets per ream 60 reams
10 bookends, Material: Steel
color: blue

size:42cm x 22cm x14cm(approximate) 10 pairs
11 Calculator, Solar powered 12 digit calculator metal panel 2 pcs
12 Clipboard, Legal Size/plastic 12 pcs
13 Correction Tape, 8m length
5mm width 80 pcs
14 Crayons, 24 color 66 boxes
15 Brown Envelope, size A4
100 pcs per pack 2 packs
16 Envelope Brown (Legal) 100's, 100 pcs per pack 2 packs
17 Envelope mailing, white 100 pcs per pack
size: Width 11cm Length 24cm 4 packs
18 Fastener, Plastic material paper fastener
7cm 50 sets per box 12 boxes
19 Long folder brown, 100 pcs per pack 5 packs
20 folder a4 brown color, 100 pcs per pack 4 packs
21 folder long expandable paper hard(dark blue color) 100 pcs
22 Glue All Purpose (200g w/ applicator), 12pcs/box 12 box
23 Illustration Board, (1 whole) 4 pcs
24 INDEX CARD, 3"x5", 500 pcs per pack 6 packs
25 sticker paper, luminous sticker paper (blank Label sticker)
color: blue
size: A4
5 sheets per pack 5 packs
26 sticker paper, luminous sticker paper(blank label sticker)
color: yellow
size: A4
5 sheets per pack 5 packs
27 sticker paper, luminous sticker paper(blank label sticker)
color: green
size: A4
5 sheets per pack 5 packs
28 sticker paper, luminous sticker paper(blank label sticker)
color: red
size: A4
5 sheets per pack 5 packs
29 stackable magazine rack, magazine rack for library use
dark blue color
material: steel
size: 2' Length x 3' Width x 2' Height(approximate) 7 pcs
30 Marker fluorescent, 3 colors/set 24 packs
31 Marker Permanent, color black, bullet type 36 pcs
32 White Pad Paper, size: 8.5" X 13"
90 sheets per pad 12 pads
33 Paper Clip, size : jumbo
100 pcs per box 12 boxes
34 Yellow Pad Paper, size: 216mm X 330mm
55 gsm 80 sheets per pad 12 pads
35 Paper Clip, size : small
100 pcs per box 12 boxes
36 Paper puncher, 02 holes
material: Steel
size 7cm hole to hole 2 pcs
37 glue all purpose (916ml/1quart), glue all purpose with applicator 24 jars
38 Pencil sharpener, heavy duty hand crank
material : metal 2 pcs
39 Pencil #1, 12 pcs per box 11 boxes
40 Record Book 300 pages, size 214mm x 278mm min. 12 pcs
41 Rubber Band, Big ring size
350 gms per box 6 boxes
42 24" Ruler Transparent, material : clear plastic 18 pcs
43 Sign pen black 0.5, non refillable 12 pcs
44 Stapler heavy duty, standard size 5 pcs
45 Scissors heavy duty medium size, size: 25cm 6 pcs
46 staple wire #. 26-6, 5000 staple wires per box 12 boxes
47 Sticker label for card catalog, printable
10pcs/pack
size: 25cm x 35cm 120 packs
48 Masking Tape, 1"
(24mm)
20 yards 12 rolls
49 Tape Dispenser, Table top, heavy duty
size: 12mm/18mm/24mm (approximate)
color : Blue 3 pcs
50 Tape, type: packaging
size: 2 inches by 30 meters

color white 12 rolls
 51 tape transparent 1", 100 meters per roll 100 rolls
 52 Whiteboard marker (black) 36 pcs
 53 specialty paper short white(200gsm) (100sheets) 8 packs
 54 Illustration board, 1/8 29 pcs.
 55 Air Freshener, 280ml lemon scent spray, aerosol type 40 can
 56 Alcohol Ethyl, 70% alcohol unscented 24 gallons
 57 Bathroom soap, 90 g. 60 pcs
 58 Broom, soft(tambo), Weight 200g 24 pcs
 59 Broomstick (tingting), 7" diameter 80 pcs
 60 Cleanser powder, 500 grams scouring cleanser powder 24 can
 61 Detergent Powder all purpose, weight 1kilo 58 pcs
 62 Dustpan, plastic material
 Height 27"
 Width 11" 12 pc
 63 Multi insect killer spray, 150ml spray aerosol type 36 can
 64 Mop handle, Material wood
 approx 63" long 14 piece
 65 Mophead, Mophead, made of rayon, weight: 400 grams min 4 piece
 66 Muriatic Acid 4 gallon
 67 Polisher Pad, Material Wool, Floor Polishing Pad, Size: 16 inches, Color: White 2 pcs
 68 Rags Cotton, round size approx 7" 12 pcs
 69 Scouring pad, 5pcs per pack approx 9" 12 packs
 70 Toilet deodorant cake(big), 50gms 60 pcs
 71 Toilet Tissue Paper, 4", 2 ply, 150 pulls/roll, 300 sheets 144 rolls
 72 Waste Basket, plastic material
 square in shape approx 14" height and
 14" width 12 pcs
 73 Bleach, 500 ml per bottle
 lemon scent 484 bottle
 74 Bulb LED 9 watts, screw type white color 36 pcs
 75 Extendable solid handheld glass cleaning squeegee wiper with sponge,
 plastic material approx 47" height and 10" width 2 pcs
 76 Hand liquid soap 1 gallon 12 gals
 77 Hose 60 meters PVC, 1/2" pvc hose with nozzle and connector set 60 meters
 78 Padlock hardened solid brass 60mm 2 pcs
 79 Push brush, wooden handle-HD 12" width 12 pcs
 80 Toilet scrub brush, plastic material approx 14" in height 12 pcs
 81 Trashbag GPP black, size XXL 18 1/2 x 18 1/2 x 40
 100pcs per pack 12 packs
 82 Twine plastic, big size 3/4 kilo per roll 12 roll
 83 water container drum (160L) blue color 4 pcs
 84 Educational Materials(building blocks)set 01,
 65 pcs per set, age 1 y/o up,
 plastic parts, non-toxic
 size of pieces 2.5" L by 1.25" W by 1.25" H 1 set
 85 Educational Materials(building blocks)set 02,
 80 pcs per set, age 1 y/o up,
 plastic parts, non-toxic
 size of pieces 2.5" L by 1.25" W by 1.25" H 2 set
 86 Educational Materials(building blocks)set 03,
 60 pcs per set, age 1 y/o up,
 plastic parts, non-toxic
 size of pieces 2.5" L by 1.25" W by 1.25" H 2 set
 87 EPSON 003 Ink Bottle 65ml (Black) 17 bottle
 88 EPSON 003 Ink Bottle 65ml (Cyan) 7 bottle
 89 EPSON 003 Ink Bottle 65ml (Magenta) 7 bottle
 90 EPSON 003 Ink Bottle 65ml (Yellow) 7 bottle
 91 EPSON 001 INK BOTTLE (BLACK) 11 btl
 92 EPSON 001 INK BOTTLE (CYAN) 7 btl
 93 EPSON 001 INK BOTTLE (MAGENTA) 7 btl
 94 EPSON 001 INK BOTTLE (YELLOW) 7 btl
 95 Stamp Pad, Ink violet color
 size 3" X 4.5" 4 pcs
 96 Stamp pad felt pad, Felt #2
 size 4" X 2.75" 2 pc

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, December 01, 2023 at 9:00 AM

Please be guided accordingly

Created by ATTY. PONCE MIGUEL D. LOPEZ

Date Created 17/11/2023

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