

**Bid Notice Abstract**

## Request for Quotation (RFQ)

Reference Number 9237016

Procuring Entity CITY OF PASIG

Title Supply and Delivery of Various Office Supplies for the SK President Office

Area of Delivery Metro Manila

|                                   |   |                       |                     |
|-----------------------------------|---|-----------------------|---------------------|
| Solicitation Number:              | 100-22-09-6307  | Status                | Active              |
| Trade Agreement:                  | Implementing Rules and Regulations                                    | Associated Components | 1                   |
| Procurement Mode:                 | Negotiated Procurement - Small Value Procurement (Sec. 53.9)          | Bid Supplements       | 0                   |
| Classification:                   | Goods   | Document Request List | 1                   |
| Category:                         | General Merchandise   | Date Published        | 16/11/2022          |
| Approved Budget for the Contract: | PHP 268,370.00  | Last Updated / Time   | 16/11/2022 00:00 AM |
| Delivery Period:                  | 15 Day/s  | Closing Date / Time   | 21/11/2022 10:00 AM |
| Client Agency:                    |   |                       |                     |
| Contact Person:                   | Rho Depaudhon<br>BAC Secretariat<br>Pasig City Hall, Caruncho Avenue, |                       |                     |

Barangay San Nicolas,  
Pasig City  
Metro Manila  
Philippines 1600  
63-2-86431111 Ext.1461

bidsandawards@pasigcity.gov.ph

Description

Items Quantity / Units

1 Parchment Paper,  
GSM: 90 GSM  
Size: A4, 10 Sheets/Pack 54 packs  
2 Vellum Board White,  
Color: White  
10 Sheets/ pack  
-A4 Size  
200 GSM 26 packs  
3 Bond Paper,  
Size: Letter/Short  
500 Sheets/Ream  
Substance: 20 45 ream  
4 Bond Paper,  
Size: Long/Legal  
500 Sheets/Ream  
Substance: 20 45 ream  
5 Notebook,  
Size: 148mm X 20mm  
Cover: Coated Board Cover  
Quantity: 80 Leaves  
Leaves: smooth wood free paper 890 pcs  
6 Notebook,  
Size: 14.92 cm x 20 cm  
Cover: Coated Board Cover  
Quantity: 80 Leaves  
Leaves: smooth wood free paper  
Composition 300 pcs.  
7 Plastic Envelop w/handle,  
Size: Short 8.5 x 11 inches  
Color : Transparent 700 pcs  
8 Ball pen,  
Ballpoint pen  
0.7mm finepoint  
Tropical ink (Black) 890 pcs  
9 Pencil,  
(Unbranded)  
Material: Wood  
Size: No. 2 Medium  
With Eraser  
Color: Yellow  
HB grade 600 pcs  
10 Eraser,  
Material: Rubber  
Color: White  
Size:30 X 20 X 10mm  
Weight: 0.014 kg 100 piece  
11 Crayons,  
- 24 Colors  
- Non Toxic 100 Sets  
12 Drawing Books,  
- 50 leaves  
- plain page  
- size: 8.5 x 11 inches  
- Colored Cover 100 pcs  
13 Scissors,  
- Small  
- 5 inches  
- Safely kids steel  
- Assorted Color 100 pcs  
14 Staple wire, No.35 10 box  
15 Binding Folder Long, Cover  
- Cardboard Cover  
Overall Size (LxWxH): Approx. 28.19x7.62 x 35.306cm (11.1x3.x13.9inches)

Model: Large Level Arch  
File Folder w/ ring binder 30 pcs  
16 Certificate frame,  
Paper Size: Letter/ Short  
Size: 8.5 x11inches  
Mahogany color wood frame 5 pcs  
17 Certificate Frame,  
Paper Size: Legal/ Long  
Size: 8.5 x13inches  
Mahogany color wood frame 5 pcs  
18 Sign Pen,  
Gel type 0.5  
Color Black 20 pcs  
19 Sign Pen,  
Gel type 0.5  
Color: Purple, Red, Green, Blue 10 pcs  
20 Paper Clip,  
Metal binder clip  
Size:50mm  
12 pcs per Box 10 bxs  
21 Photo Paper,  
10 sheets/ pack  
Glossy  
Size: A4  
200 GSM 20 pack  
22 Colored Paper,  
Color: Neon  
250 Sheets/pack  
Size: 8.5 x 11 (Letter Size) 3 pack  
23 Fastener,  
Metal Fastener  
50 pcs / box 10 box  
24 Stapler,  
No.35  
with staple wire remover 5 pcs  
25 Sticker paper,  
Type: Matte  
Size: A4  
10 pcs/Pack 50 packs  
26 White board marker,  
Color: Black  
Bullet Type  
2.5 mm  
10 pcs/ box 2 box  
27 Masking Tape,  
Size1.5 inch  
109.72 meter 4 pcs  
28 Permanent marker,  
Color: Black  
10 pcs/box  
Broad Tip 1 boxes  
29 Board eraser,  
Material: PP, Foam, Sponge, Lint  
Any Color 8 pcs.  
30 Ink 003 Black,  
Color: Black  
- 70ml 12 bottles  
31 Paper Clip,  
Metal binder clip  
Size:33mm  
12 pcs per Box 10 box  
32 Pepper spray,  
- Bottle Material: Plastic with Sprayer  
- 10mL 40 pcs  
33 Board Games,  
- Chess Board  
Size: 11x11 inches  
Material: Wood (Folding); Chess Pieces: Wood  
Chess Pieces Black and White: 2 king; 2 queen;  
4 rooks; 4 bishops; 4 knights; 16 pawns  
Worth P120.00  
  
- Word Factory  
Material: Plastic  
16 letter cubes; Base and Lid; Sand Timer

Worth P115.00

- Games of the General

Material: Wood

GOG Piece Material: Aluminum with Cut out Stickers

Size: 16.5x16.5 inches

Worth P145.00

- Scrabble

Material: Wood

Size: 16x16 inches

100 Letters and 4 Tile Rack

Scrabble tile pouch

Worth P120.00 40 sets

34 Fidget Dice Cube Stress Relief Anti-Anxiety Toy, - Color: Black

- Material: Plastic

- Size: A 6-sided finger cube, compact size (2.7\*2.7\*2.7cm).

- Pressure release pad controller 10 pcs

35 Mobile writing Whiteboard,

- Size: H 60cm x W 90 cm

- Easily flip reversible board

- One-inch aluminum frame

- Color : White 1 pcs

36 Mobile writing Blackboard,

- Size: H 60cm x W 90 cm

- Easily flip reversible board

- One-inch aluminum frame

- Color : Black 1 pcs

37 Colored Chalk,

- Assorted color

- 100 Pieces/box

- Dustless 2 boxes

38 School Zone Flashcards Solo Pack,

(Assorted)

- Size: 3.0 x 5.58 cm

- Alphabet

- Colors

- Numbers 1-100

- Shapes

- Picture words (Animals)

- Addition (0-10)

- Sight Words

- Picture Words (Objects)

- Subtraction (0-10)

- Multiplication (0-10)

- Time and Money

- 3 letter words with picture 12 packs

39 Coloring book,

- 24 pages

- Size: 18.5 x 18.5cm

- Material: 210gsm White Cardboard (cover),

100gsm White Offset Paper (inner page) 100 pc

40 Handy Box,

- Size: Medium / 5 Liters / 20 x 15 x 15 inches

- Material: High Quality Plastic

- Color: White/Transparent

- with lock and handle 90 pcs

41 Ink 003 Colored,

Color: Cyan, Magenta, Yellow

- 70 ml 12 set

42 Sharpener,

Material: Plastic

Two Holes

Square

Size: L 3.5 cm x W 1.5 cm x H 3.3 cm 100 pcs

43 Glue,

- White Glue

- 40 g (multipurpose glue) 100 pcs

44 Transparent tape,

1 inch x 100 yards 100 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

