

**Bid Notice Abstract**

## Request for Quotation (RFQ)

Reference Number 9255044

Procuring Entity CITY OF PASIG

Title Supply and Delivery of Various Office Supplies, Furniture, and Equipment for the Ugnayan sa Pasig - City Administrator's Office

Area of Delivery Metro Manila

Solicitation Number:	100-22-10-6245	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:	Office Equipment Supplies and Consumables	Date Published	19/11/2022
Approved Budget for the Contract:	PHP 279,496.40	Last Updated / Time	19/11/2022 00:00 AM
Delivery Period:	30 Day/s	Closing Date / Time	23/11/2022 10:00 AM
Client Agency:			
Contact Person:	Rho Depaudhon BAC Secretariat		

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 Conference Chair, Color: Black  
Made with high quality foam, durable metal, and bonded leather  
Tily and swivel feature  
Actual Weight: 16KGs  
Product Dimensions: 25.5 inches x 13 inches x 23.5 inches  
Stainless Steel base  
Heavy duty caster wheels 6 units  
2 Executive Chair, High Back executive Chair with armrest  
Pu Leather White or Beige  
High Density/quality foam  
360 degree rotational swivel  
145 degree tilt lock mechanism  
Adjustable seat height 114-126cm  
Approximately 58cm width  
Stainless Steel Base  
Heavy duty caster wheels 1 unit  
3 Lateral Steel Cabinet, Steel Cabinet-3 layer lateral Cabinet  
  
Specification: (WDH) 900 mm x 450 mm x 1015 mm  
All-Metal Body in gauge no 20  
Central Key-Lock Mechanism  
Color: Light Gray 3 pcs  
4 Conference table, Height : 30 inches  
Width : 32 inches  
Length : 6ft.  
3 inch thick Live Edge Solid Wood (Mango or Acacia)  
Tabletop with Black Wood stain / Varnish  
Thick Natural Wood Base with Natural Varnish  
Natural Wood 1 unit  
5 Digital Voice Recorder, Digital Voice Recorder with USB  
Auto voice recording reduces background noise  
Record in linear PCM (WAV) & MP3 Formats  
4GB internal memory, expandable to 32 gb with micro SD  
S-microphone system records distant or quiet sounds clearly  
up to 1,073 hours of recording time  
Focus and Wide-Stereo recording captures the voices you want to hear  
Built-in USB Connector  
3.5mm stereo Mic-In & Headphone Jack  
Battery Life up to 55 hours  
Included AAA battery & Software 1 unit  
6 Heavy Duty Shredder Machine, 11 liter waste bin  
shreds up to 5 sheets (70gsm) per pass into 7mm strips -security level P-1  
shreds non-stop for up to 3 minutes 1 unit  
7 Tissue roll, 3 ply 500 sheets  
4 rolls/pack 44 packs  
8 Laminating Sheets, Size : A4  
2x125 microns  
216x303mm 90 pcs  
9 Laminator machine, Preheat quickly  
Rise the temperature evenly  
Hot and Cold laminating  
Forward/Backward laminating  
Quick warm up to 3-5 mins.  
Power ready and preheating  
With temperature control knob and temperature meter  
Entry width 320mm  
speed:660mm/min 1 unit  
10 Toner, Toner SCX-4521F 3 pcs  
11 Sign Pen, Tip Size (Line Width) : 0.8 mm (08)  
Material : Plastic  
Body Color : Black

Pen Color : Black  
Pen Size : 13.8 x 1.5 x 1.5 cm 20 pcs  
12 Printer, Print, Scan and Copy  
Printing Technology: Piezoelectric Print head  
180 nozzles black, 59 nozzles per color (Cyan, Magenta, Yellow),  
3pl with variable -sized droplet technology.  
Resolution 5760 x 1440 dpi  
Dye ink printing resolution: 5760x1440 DPI, All-in one functions:  
Print, Scan Copy; printing speed ISO/IEC 24734, 10 pages/min.  
monochrome, 5 pages/min color; printing speed 15 pages/min color.  
4 units  
13 Wall Cork Board, CORK BULLETIN BOARD ALUMINUM FRAME  
50cm x 70cm 1 unit  
14 White board (2' x 4') without Stand, With aluminum frame w/o stand  
80cm x 120cm 1 unit  
15 3TR Floor Mounted Air-condition, Floor Mounted Air-conditioner  
Inverter  
Power Supply : 230V/1ph/60hz  
Refrigerant : R410A  
Cooling Capacity 36, 100 kJ/Hr  
System Power input: 3900W  
EER : 9.3 Kj/W-hr  
System current 17.2A  
Indoor dimensions 508 W x 288 D x1,806 H  
Sound level 60 High / 57 Med / 54 Low dBA  
Outdoor dimensions 936 W / 336 D / 722H  
Sound level 68 dBA  
With Installation  
3 years Warranty on compressor 1 unit

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 : \_\_\_\_\_

Created by Rho Depaudhon  
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