



Central Portal for
Philippine Government
Procurement Opportunities

Bid Notice Abstract

Invitation to Bid (ITB)

Reference Number 8387787
Procuring Entity DEPARTMENT OF EDUCATION - DIVISION OF TANGUB CITY
Title Procurement of Office Supplies and Equipment
Area of Delivery Misamis Occidental

Solicitation Number:	2022-02-001	Status	Closed
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	5
Category:	Office Equipment Supplies and Consumables	Date Published	02/02/2022
Approved Budget for the Contract:	PHP 134,157.25	Last Updated / Time	02/02/2022 00:00 AM
Delivery Period:	5 Day/s	Closing Date / Time	07/02/2022 08:00 AM
Client Agency:			
Contact Person:	Bride Joy Monera Candano BAC Secretariat Chairman Dr. Aniceto Siete St. Tangub City Misamis Occidental Philippines 7214 63-545-0304 63-545-0304 tangub.city@deped.gov.ph		

Description

Republic of the Philippines
 Department of Education
 Region X - Northern Mindanao
 DIVISION OF TANGUB CITY
 BALATACAN ELEMENTARY SCHOOL
 Balatacan, Tangub City

REQUEST FOR QUOTATION

Date : February 2, 2021
 Quotation No.: 2022-02-001
 Office/School: BALATACAN ELEMENTARY SCHOOL
 TO ALL ELIGIBLE SUPPLIERS:

Please quote your lowest price inclusive of VAT and best delivery date on the items/s listed below, subject to Terms and Conditions of this RFQ. This Request for Quotation or your formal bid proposal duly signed by you or your representative shall be personally submitted to ISIDANETH T. LAGAT, BAC Chairman, @ Balatacan Elementary School, Balatacan, Tangub City on February 7, 2022 at 8:00 AM on which date RFQ shall be opened with or without your presence or duly

authorized representative.

Thank you.

ISIDANETH T. LAGAT
BAC Chairman

Note: 1. All entries must be legibly written
2. Delivery period within Five (5) Calendar days
3. Warranty shall be for a period of six (6) months for supplies and materials one (1) year for equipment from date of acceptance by the procuring entity
4. PHILGEPS registration number shall be attached upon submission of the quotation and other legal documents as per Revised IRR of R.A. 9184 will be asked to the winning bidder

Item No.	Qty.	Unit	Name of Supplies/Materials/Services Etc.	Unit Cost	Total Cost
Office Supplies Expense - Office Supplies					
1	2	ream	FOLDER, A4 -		
2	40	pc.	BALLPEN, RED -		
3	40	pc.	BALLPEN, BLACK -		
4	12	pc.	BALLPEN, GREEN -		
5	40	piece	SIGN PEN, BLACK -		
6	34	piece	SIGN PEN, RED -		
7	2	ream	FOLDER, Legal size -		
8	1	ream	FOLDER, Short size -		
9	15	box	Paper Clip, Metal -		
10	15	piece	CORRECTION TAPE -		
11	15	box	STAPLEWIRE #35 -		
12	17	piece	DATA FILE BOX -		
13	15	box	PAPER FASTENER, plastic -		
14	9	roll	TAPE, TRANSPARENT 3" -		
15	160	ream	BOND PAPER, A4 size -		
16	14	pc.	CLEARBOOK -		
17	7	pc.	MARKER, PERMANENT, BLACK, Broad -		
18	7	pc.	Sliding Folder -		
Office Supplies Expense - ICT Supplies					
19	172	bottle	INK, PRINTER, BLACK, #003 -		
20	96	bottle	INK, PRINTER, CYM, #003 -		
Other Supplies & Materials					
21	2	set	POSTCARDS (Letter Alphabet) -		
22	7	pc.	STICK GLUE -		
23	1	pack	CARTOLINA (Yellow, Blue, Orange, Red, Pink, Green) -		
24	1	pc.	Cartolina , White, US, paper tarp -		
25	1	roll	Plastic, cellphane cover -		
26	7	roll	Double-sided tape, 3" -		
27	7	pack	Paper, Construction, legal -		
28	1	roll	Laminating Film -		
29	7	box	ENVELOPE, PLASTIC, LONG, WITH HANDLE -		
30	1	sheet	Styro foam, 24"x36" -		
31	1	roll	Manila Paper -		
32	9	can	AIR FRESHENER, 320mL -		
33	1	pack	TOILET TISSUE PAPER, by 10rolls -		
34	8	piece	BROOM, soft (tambo), floor -		
35	8	piece	BROOM, soft (tambo), ceiling -		
36	8	piece	Galvanized dustpan -		
37	24	piece	Garbage Bin, plastic -		
38	8	piece	Feather duster -		
39	84	box	Floor wax -		
40	8	bottle	SCOURING POWDER, 350g -		
41	8	pc.	DISHWASHING PASTE, 200g -		
42	9	gal.	ALCOHOL 3785mL -		
43	9	bottle	BLEACH, 1L -		
44	9	btl.	LIQUID HAND WASHING, 250mL -		
45	8	pcs.	RUGS, cotton -		
46	8	pcs.	GALLON, CONTAINER, 16L -		
47	8	pcs.	PAIL, 16L -		
48	9	btl.	HANDWASHING SOAP, 60g -		
49	9	box	SURGICAL MASKS -		
50	1	kg.	Nylon for Lawn Mower #16 -		
51	1	pack	Bagging Bag, 3"x6" -		
Drugs & Medicines					
52	1	gal.	ALCOHOL 3785mL -		
53	9	pad	Paracetamol, tablet -		
54	9	bot	Methyl Salicylate Camphor + Menthol, 25mL -		
55	9	bot	Methyl Salicylate Herbal Extract Camphor + Menthol, 60mL -		
56	9	pad	Loperamide, 2mg -		

- 57 9 tablet Ascorbic Acid, 500mg -
- 58 9 pad Dicycloverine Hydrochloride, 10mg -
- Semi-Expendable Items -
- 59 1 unit CELLULAR PHONE -
- 60 1 unit Printer with scanner -
- 61 3 unit Scissors, heavy duty -
- 62 9 unit Long-armed Stapler -
- 63 1 unit WOODEN OFFICE TABLE -
- 64 1 unit SWIVEL CHAIR -
- 65 1 unit STEEL CABINET -
- 66 7 pc. Basin 16L -
- 67 7 pc. Deeper -
- TOTAL -

After having carefully read and accepted your conditions, I/we quote you on the item at prices noted above.

Printed Name over signature

Name of Store/Tel/Cel No.

February 2, 2021

Date

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Procurement of Office Supplies and Equipment	Pls see attached	1	Lot	134,157.25

Created by Bride Joy Monera Candano

Date Created 31/01/2022

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