



## Bid Notice Abstract

### Invitation to Bid (ITB)

<b>Reference Number</b>	8526044
<b>Procuring Entity</b>	DEPARTMENT OF EDUCATION - DIVISION OF TANGUB CITY
<b>Title</b>	Procurement of Office Supplies
<b>Area of Delivery</b>	Misamis Occidental

<b>Solicitation Number:</b>	2022-03-003	<b>Status</b>	<b>Pending</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	1
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	0
<b>Category:</b>	Office Supplies and Devices	<b>Date Published</b>	15/03/2022
<b>Approved Budget for the Contract:</b>	PHP 231,490.00	<b>Last Updated / Time</b>	14/03/2022 17:16 PM
<b>Delivery Period:</b>	5 Day/s	<b>Closing Date / Time</b>	21/03/2022 10:00 AM
<b>Client Agency:</b>			
<b>Contact Person:</b>	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  
Anecito Siete St., Mantic, Tangub City  
tangub.city@deped.gov.ph/(088)545-0304  
www.depedtangub.net

#### REQUEST FOR QUOTATION

Date : March 15, 2022  
Quotation No.: 2022-03-003  
Office/School: Division Office  
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 Lorena P. Serrano, BAC Chair, @ DepEd Division Tangub City, Aniceto Siete St., Tangub City on March 21, 2022 @ 10:00 AM on which date RFQ shall be opened with or without your presence or duly authorized representative. For more information please call DepEd -Tangub Bids and Awards Committee (BAC) at (088) 530-5988.

Thank you.

LORENA P. SERRANO, CESO VI

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 certificate, photocopy of mayor's permit, income tax return and omnibus sworn statement will be asked to the winning bidder per 2016 Revised IRR of RA 9184.

Item No. Qty. Unit Name of Supplies/Materials/Services Etc. Unit Price Total Price

1 123 ream Bondpaper A4 US 70 GSM Subs. 20

2 15 pack Specialty Paper long (white)

3 2 ream Specialty Paper long (green)

4 15 pack Specialty Board long

5 6 pack Photo paper

6 5 pack Sticker paper long white 10 pcs/pack

7 404 pc Folder long

8 11 pc Expanded Folder long green

9 180 pc Expanded Folder long blue

10 250 pc Brown Envelope long

11 50 pc Brown Envelope short

12 40 book Record Book 500 pages

13 100 pc Mailing Envelope Short White

14 196 pc Mailing Envelope Long White

15 103 pc Sign Pen Black 0.5

16 127 pc Sign Pen Blue 0.5

17 12 pc Sign Pen Red 0.5

18 18 pc Sign Pen Green 0.5

19 255 pc Ballpen Black

20 12 pc Ballpen Red

21 2 pc Correction Pen

22 20 pc Pentel Pen Broad Black

23 28 pc Pentel pen Fine Black

24 53 pc Pencil Lead

25 12 pc Whiteboard Pen Black

26 36 set Highlighter 3 assorted color

27 13 box Fastener plastic 50/set

28 3 box Fastener plastic Long 8-1/2

29 14 roll Tape Transparent #1

30 5 roll Tape Transparent #2

31 7 roll Masking Tape #1

32 101 pc Correction Tape 6m min

33 50 pack Stick Note 1/2 inch

34 36 pack Stick Note 3x4

35 23 bot Glue 120ml

36 6 pc Glue Stick Gel 21g

37 36 box Staple Wire #35

38 94 box Binder Clip #1 12pcs/box

39 29 box Binder Clip #2 12 pcs/box

40 21 box Paper Clip Jumbo vynil coated

41 12 box Paper Clip Small Vynil coated

42 3 pc Puncher 2 Hole Heavy Duty

43 4 pc Stapler w/remover Heavy Duty #35

44 1 pc Tape Dispenser #1 (Table)

45 4 pc Stamp Pad 60mm x 100mm felt

46 2 bot Stamp Pad Ink 1000ml

47 2 pc Rubber Stamp (Paid)

48 2 pc Rubber Stamp (Name)

49 19 pc Scissor Big

50 1 pc Knife 12 inches Stainless

51 15 pc Ruler 12 inches

52 4 pc Calculator 12 digits

53 1 box Rubber Band #18

54 20 pc Philippine Flag 3'x6'

55 1 box LCT Card Maker

56 8 pc Chargeable Battery AAA

57 2 pc USB Flash Drive 36GB

58 10 pc Computer Ribbon LX300+

59 12 pc A5 Blue Ring Binder Lever Arch File

60 56 bot Computer Ink Epson 003 Black

61 20 bot Computer Ink Epson 003 Cyan

62 20 bot Computer Ink Epson 003 Magenta

63 20 bot Computer Ink Epson 003 Yellow

- 64 9 bot Computer Ink 664 Black
- 65 5 bot Computer Ink 664 Cyan
- 66 5 bot Computer Ink 664 Magenta
- 67 5 bot Computer Ink 664 Yellow
- 68 2 bot Computer Ink Epson 673 Black
- 69 10 cart Toner HP 85A
- 70 21 pc Broom Soft
- 71 6 pc Broom (Tingting)
- 72 17 can Multi-Insect Killer Aerosol Type 420g/can
- 73 431 roll Tissue Paper
- 74 4 can Air Freshener Aerosol 280ml/can
- 75 40 pouch Detergent Powder All-Purpose 1 kg/pack
- 76 17 bot Toilet Bowl Cleaner 500ml
- 77 4 pc Toilet Brush
- 78 48 sachet Downy Sachet
- 79 6 bot Downy 1000ml
- 80 20 gal Bleach
- 81 8 pc Dust Pan Plastic Big
- 82 9 pc Dipper/Kabo
- 83 6 pc Pail/Balde Big
- 84 8 bot Glass Cleaner 1000ml
- 85 18 cup Dishwashing Paste Big 400g
- 86 5 bot Dishwashing Liquid 500ml
- 87 5 pc Door mat/rug
- 88 3 pc Hand towel/trapo
- 89 20 roll Kitchen Towel Paper Roll
- 90 60 pack/roll Garbage Bag 40"x18.5" 10 pcs/pack
- 91 11 roll Plastic Twine 1 kg/roll
- 92 140 pc LED Bulb 13W
- 93 1 pc Gras Cutter/Gunting
- 94 2 kg Fertilizer for orchid (complete)
- 95 1 bot Insecticide 1000ml
- 96 1 cup Albatros flower fertilizer Big
- 97 1 pc Lampas
- 98 1 pc Sundang
- 99 2 pc Guna

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.

Date

**Line Items**

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Procurement of Office Supplies	Pls see attached	1	Lot	231,490.00

**Created by**                 Bride Joy Monera Candano

**Date Created**            14/03/2022

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