

Bid Notice Abstract

Request for Quotation (RFQ)

**Reference Number**

9446625

**Procuring Entity**

BATAAN PENINSULA STATE UNIVERSITY

**Title**

BPSU: MCO - REDO Supply and Delivery of Office Supplies

**Area of Delivery**

Bataan

<b>Solicitation Number:</b>	MCO2023-01-0059	<b>Status</b>	<b>Active</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	1
<b>Procurement Mode:</b>	Shopping	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	0
<b>Category:</b>	Office Equipment Supplies and Consumables	<b>Date Published</b>	02/02/2023
<b>Approved Budget for the Contract:</b>	PHP 114,190.00	<b>Last Updated / Time</b>	02/02/2023 00:00 AM
<b>Delivery Period:</b>	15 Day/s	<b>Closing Date / Time</b>	06/02/2023 08:00 AM
<b>Client Agency:</b>			
<b>Contact Person:</b>	Lizette Alexis Cunanan Magpantay Procurement Unit Capitol Compound Tenejero Balanga City Bataan Philippines 2100 63-912-7639920  lcmagpantay@bpsu.edu.ph		
<b>Description</b>  Qty. Unit of Measure Description/Offer 10 pack Specialty Paper - A4 - 200gsm - White (100sheets/pack) 5 pack Specialty Paper - Long - 200gsm - White (100sheets/pack) 200 pcs Certificate Holder - A4 - Maroon 50 pcs Certificate Frame - Glass to Glass 10 pack Heavy Duty Battery-AA-(2pcs/pack) 10 pack Heavy Duty Battery -AAA-(2pcs/pack) 10 pad Sticky Note Pad - 2" x 3" 10 pad Sticky Note Pad - 1.5" x 2" 10 pack Sticker Paper (A4, White, Matte) - 10sheets per pack 3 box Sign Pen (Blue) - (12 pcs/box) 3 box Sign Pen (Black) - (12 pcs/box) 2 set 5 pcs Rechargeable AA Battery with charger 2 set 5pcs Rechargeable AAA Battery with charger 3 pcs "Keyboard - Keycaps: A-Shape, Round Edge -Adjustable Keyboard Legs: Yes -Dimension: 453 x 152 x 28 mm -Cable Length: 150 cm -Hardware Connectivity: USB" 5 pcs Mouse Pad with Wrist Support (Black) 12 box Binder Clips 1" - (12 pcs/box) 12 box Binder Clips 1 1/4" - (12 pcs/box) 2 bottle Glass Cleaner Spray 500mL 20 pcs Data Folder with Taglia Lock 20 pcs "Data File Box -(5"x9" x 15-3/4") 127mm x 229mm x 400mm w/ closed ends & finger ring files 44" 1 set "Water Dispenser - Floor Standing, Low noise, With hot normal & cold water, With Cabinet" 3 pcs Clipboard - Long - Wood 5 pcs Heavy Duty Scissors 20 pcs Correction Tape 2 pcs External Harddrives - 1 TB 2 roll Garbage Bag - Small (100pcs/roll) 2 roll Garbage Bag - Medium 2 roll Garbage Bag - Large 1 pack PVC Clear Cover-8.5 x 13"-(200pcs/pack) 1 pack PVC Clear Cover-A4-(200pcs/pack) 1 pcs "Original Camera Battery Pack - Model: Canon LP-E17" 1 pcs Original SD Card - 32 gB 3 box Plastic Comb Binding Spines - 8mm - Black (100pcs per box) Cut size: 8x13" 3 box Plastic Comb Binding Spines - 12mm - Black (100pcs per box) Cut size: 8x13" 100 pcs Expandable Long Folder - Red 100 pcs Expandable Long Folder - Green 30 pcs Epson Ink - 003 - Black ***Nothing Follows***			

**Created by**

Lizette Alexis Cunanan Magpantay

**Date Created**

01/02/2023

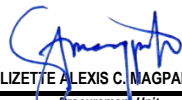
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REQUEST FOR QUOTATION/PROPOSAL

MCO - REDO Supply and  
Delivery of Office Supplies

Name:		Office/Section	
Address:		PR no.	MCO2023-01-0059
E-Mail Address:		Quotation No.	Philgeps-2023-02-020
Contact No.		TIN.no. (indicate VAT or Non-Vat)	

Please quote your lowest price on the item/s listed below,subject to the General Conditions on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than in the return envelope attached herewith.



LIZETTE ALEXIS C. MAGPANTAY  
Procurement Unit

- Note:
1. ALL ENTRIES MUST BE COMPLETELY FILLED-OUT & INDICATE THE NAME OF THE BRAND BEING OFFERED.
  - 2.DELIVERY PERIOD WITHIN SEVEN OR FIFTEEN CALENDAR DAYS(MAXIMUM)
  3. WARRANTY SHALL BE FOR A PERIOD OF THREE (3) MONTHS FOR NON-EXPENDABLE SUPPLIES, ONE (1) YEAR FOR NON EXPENDABLE SUPPLIES FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY.
  4. PRICE VALIDITY SHALL BE FOR A PERIOD OF THIRTY(30) CALENDAR DAYS
  5. PhilGEPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION
  6. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATE OF THE PRODUCT BEING OFFERED.

ABC: **₱114,190.00**

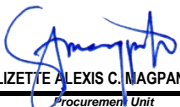
No.	Qty.	Unit of Measure	Description/Offer	Unit Price	Total Cost
1	10	pack	Specialty Paper - A4 - 200gsm - White (100sheets/pack)		
2	5	pack	Specialty Paper - Long - 200gsm - White (100sheets/pack)		
3	200	pcs	Certificate Holder - A4 - Maroon		
4	50	pcs	Certificate Frame - Glass to Glass		
5	10	pack	Heavy Duty Battery-AA-(2pcs/pack)		
6	10	pack	Heavy Duty Battery -AAA-(2pcs/pack)		
7	10	pad	Sticky Note Pad - 2" x 3"		
8	10	pad	Sticky Note Pad - 1.5" x 2"		
9	10	pack	Sticker Paper (A4, White, Matte) - 10sheets per pack		
10	3	box	Sign Pen (Blue) - (12 pcs/box)		
11	3	box	Sign Pen (Black) - (12 pcs/box)		
12	2	set	5 pcs Rechargeable AA Battery with charger		
13	2	set	5pcs Rechargeable AAA Battery with charger		
14	3	pcs	Keyboard - Keycaps: A-Shape, Round Edge -Adjustable Keyboard Legs: Yes -Dimension: 453 x 152 x 28 mm -Cable Length: 150 cm -Hardware Connectivity: USB		
15	5	pcs	Mouse Pad with Wrist Support (Black)		
16	12	box	Binder Clips 1" - (12 pcs/box)		
17	12	box	Binder Clips 1 1/4" - (12 pcs/box)		
18	2	bottle	Glass Cleaner Spray 500mL		
19	20	pcs	Data Folder with Taglia Lock		
20	20	pcs	Data File Box -(5"x9" x 15-3/4") 127mm x 229mm x 400mm w/ closed ends & finger ring files 44		

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Delivery of Office Supplies**

Name:	_____	Office/Section	_____
Address:	_____	PR no.	<b>MCO2023-01-0059</b>
E-Mail Address:	_____	Quotation No.	<b>Philgeps-2023-02-020</b>
Contact No.	_____	TIN.no. (indicate VAT or Non-Vat)	_____

Please quote your lowest price on the item/s listed below,subject to the General Conditions on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than in the return envelope attached herewith.

  
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**ABC: ₱114,190.00**

No.	Qty.	Unit of Measure	Description/Offer	Unit Price	Total Cost
21	1	set	Water Dispenser - Floor Standing, Low noise, With hot normal & cold water, With Cabinet		
22	3	pcs	Clipboard - Long - Wood		
23	5	pcs	Heavy Duty Scissors		
24	20	pcs	Correction Tape		
25	2	pcs	External Harddrives - 1 TB		
26	2	roll	Garbage Bag - Small (100pcs/roll)		
27	2	roll	Garbage Bag - Medium		
28	2	roll	Garbage Bag - Large		
29	1	pack	PVC Clear Cover-8.5 x 13"-(200pcs/pack)		
30	1	pack	PVC Clear Cover-A4-(200pcs/pack)		
31	1	pcs	Original Camera Battery Pack - Model: Canon LP-E17		
32	1	pcs	Original SD Card - 32 gB		
33	3	box	Plastic Comb Binding Spines - 8mm - Black (100pcs per box) Cut size: 8x13"		
34	3	box	Plastic Comb Binding Spines - 12mm - Black (100pcs per box) Cut size: 8x13"		
35	100	pcs	Expandable Long Folder - Red		
36	100	pcs	Expandable Long Folder - Green		
37	30	pcs	Epson Ink - 003 - Black		
			***Nothing Follows***		

Delivery Period	_____
Warranty	_____
Price Validity	_____

Printed Name/Signature	_____
Tel.No./Cellphone No./e-mail address	_____
Date	_____