



Central Portal for
Philippine Government
Procurement Opportunities

Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 9897839
Procuring Entity BATAAN PENINSULA STATE UNIVERSITY
Title BPSU MC OAS Supply & Delivery of Office Supplies, Consumables for Daily Operation Use
Area of Delivery Bataan

Solicitation Number:	MC23-06-464	Status	Pending
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Shopping - Ordinary/Regular Office Supplies & Equipment (Sec. 52.1.b)	Associated Components	1
Classification:	Goods	Bid Supplements	0
Category:	Office Equipment Supplies and Consumables		
Approved Budget for the Contract:	PHP 51,435.00	Document Request List	0
Delivery Period:	15 Day/s		
Client Agency:		Date Published	30/06/2023
Contact Person:	Riezle Clarin Muñoz Procurement Unit Capitol Site Balanga City Bataan Philippines 2100 63-47-2371341 63-932-8662730 rcmunoz@bpsu.edu.ph	Last Updated / Time	29/06/2023 23:04 PM
		Closing Date / Time	05/07/2023 17:00 PM

Description

Qty. Unit of Measure Description/Offer
 10 PCS CLEARBOOK, 20 TRANSPARENT POCKETS, A4
 10 PCS CLEARBOOK, 20 TRANSPARENT POCKETS, LEGAL
 30 PCS SIGN PEN, BLACK, LIQUID OR GEL
 30 PCS SIGN PEN, BLUE, LIQUID OR GEL
 30 PCS SIGN PEN, RED, LIQUID OR GEL
 5 PACK BATTERY, DRY CELL, SIZE AA, TWO (2) PIECES PER BLISTER PACK
 5 PACK BATTERY, DRY CELL, SIZE AAA, TWO (2) PIECES PER BLISTER PACK
 2 BOTTLES INK, STAMP PAD 50ML
 2 JAR GLUE, ALL-PURPOSE, 200GRAMS
 6 BOXES STAPLE WIRE, STANDARD
 10 ROLL TAPE, TRANSPARENT, 24M
 10 ROLL TAPE, TRANSPARENT, 48M
 3 PCS RULER, PLASTIC, 450MM
 3 Unit CALCULATOR, COMPACT
 6 BOXES CLIP, BACKFOLD, 19MM
 6 BOXES CLIP, BACKFOLD, 25MM
 6 BOXES CLIP, BACKFOLD, 32MM
 6 BOXES CLIP, BACKFOLD, 50MM
 12 PCS CORRECTION TAPE, 8 METERS

2 PCS CUTTER/UTILITY KNIFE, FOR GENERAL PURPOSE
 5 PCS DATA FILE BOX
 6 PCS DATA FOLDER
 2 PCS DATING AND STAMPING MACHINE
 1 BOX ENVELOPE, EXPANDING,KRAFT 100 PCS PER BOX
 2 PCS ERASER, FELT, FOR BLACKBOARD/WHITEBOARD
 5 BOXES FASTENER,METAL,NON-SHARP EDGES,50 SETS PER BOX
 2 PCS FILE ORGANIZER,EXPANDING, PLASTIC, LEGAL
 10 SET FILE TAB/INDEX DIVIDER,BRISTOL BOARD A4
 10 SET FILE TAB/INDEX DIVIDER,BRISTOL BOARD LEGAL
 5 BOX FOLDER, PRESSBOARD, 100 PIECES PER BOX
 1 PACK FOLDER WITH TAB LEGAL 100, PIECES PER PACK
 6 PCS MAGAZINE FILE BOX
 2 SET MARKER, FLOURESCENT, 3 COLORS PER SET
 5 PCS MARKER, PERMANENT BLACK
 5 PCS MARKER, PERMANENT, BLUE
 5 PCS MARKER, WHITEBOARD, BLACK
 5 PCS MARKER, WHITEBOARD, BLUE
 5 PCS MARKER, WHITEBOARD, RED
 5 BOX PAPER CLIP, VINLYN/PLASTIC COATED, 33MM
 5 BOX PAPER CLIP, VINLYN/PLASTIC COATED, JUMBO 55MM
 2 BOX PENCIL,LEAD/GRAPHITE, WITH ERASER, ONE (1) DOZEN PER BOX
 2 PC PENCIL SHARPENER, MANUAL,SINGLE CUTTER HEAD
 2 BOX RUBBER BAND NO. 18,350G
 4 PCS STAMP PAD, FELT
 2 PAIR SCISSORS, SYMMETRICAL OR ASYMMETRICAL
 4 PCS STAPLER, STANDARD TYPE
 4 PCS STAPLE REMOVER,(PLIER TYPE)
 2 PCS TAPE DISPENSER, TABLE TOP
 1 PACK CARTOLINA,ASSORTED COLORS 20PIECES OF ASSORTED COLORS PER PACK
 7 PAD NOTE PAD, STICK ON 2"x3" 100 sheets per pad
 7 PAD NOTE PAD, STICK ON 3"x4" 100 sheets per pad
 7 PAD NOTED PAD, STICK ON 3" x 3", 100 sheets per pad
 3 PAD PAD PAPER
 5 BOOK RECORD BOOK, 500 PAGES
 5 BOOK RECORD BOOK, 300 PAGES
 15 BOTTLE EPSON L5190 CYAN INK
 15 BOTTLE EPSON L 5190 YELLOW INK
 15 BOTTLE EPSON L 5190 MAGENTA INK
 15 BOTTLE EPSON L 5190 BLACK INK
 1 Unit WHITE BOARD 60X90CM
 1 Unit CORK BULLETIN BOARD 60X90CM
 6 BOTTLES ALCOHOL,ETHYL 500ML
 5 CAN AIR FRESHENER,AEROSOL TYPE, 150G
 5 CAN DISINFECTANT SPRAY,AEROSOL TYPE, 400G
 5 CAN FURNITURE CLEANER, AEROSOL TYPE 300ML
 5 BOTTLES LIQUID HAND SOAP, 500ML
 1 Unit MOP BUCKET,HEAVY DUTY,HARD PLASTIC, 30 LITERS CAPACITY
 1 PC MOPHANDLE,HEAVY DUTY
 1 PC MOPHEAD, MADE OF RAYON
 2 BUNDLE RAGS, ALL COTTON, 1 KILO PER BUNDLE
 6 PACK TRASHBAG BLACK,37"x40",XL, 10 PIECES PER ROLL OR PACK
 3 PCS WASTEBASKET, RIGID PLASTIC
 10 PACK TISSUE, INTERFOLDED PAPER TOWEL,150 PULLS PER PACK
 5 BOTTLES LIQUID HAND SANITIZER, 500ML
 5 CAN INSECTICIDE,600ML
 5 BOXES FACE MASK, 3PLY,FIFTY (50) PIECES PER BOX
 nothing follows

Created by Riezle Clarin Muñoz

Date Created 29/06/2023

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REQUEST FOR QUOTATION/PROPOSAL

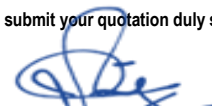
BPSU MC OAS Supply &
 Delivery of Office
 Supplies, Consumables for
 Daily Operation Use

Bidder: _____ Address: _____ E-Mail Address: _____ Contact No. _____	Office/Section _____ PR no. _____ Quotation No. _____ TIN.no. (Indicate VAT or Non-Vat) _____
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MC23-06-464

Philgeps-2023-06-063mc

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.


RIEZEL CLARIN MUNOZ
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 P51,435.00

No.	Qty.	Unit of Measure	Description/Offer	Unit Price	Total Cost
1	10	PCS	CLEARBOOK, 20 TRANSPARENT POCKETS, A4		
2	10	PCS	CLEARBOOK, 20 TRANSPARENT POCKETS, LEGAL		
3	30	PCS	SIGN PEN, BLACK, LIQUID OR GEL		
4	30	PCS	SIGN PEN, BLUE, LIQUID OR GEL		
5	30	PCS	SIGN PEN, RED, LIQUID OR GEL		
6	5	PACK	BATTERY, DRY CELL, SIZE AA, TWO (2) PIECES PER BLISTER PACK		
7	5	PACK	BATTERY, DRY CELL, SIZE AAA, TWO (2) PIECES PER BLISTER PACK		
8	2	BOTTLES	INK, STAMP PAD 50ML		
9	2	JAR	GLUE, ALL-PURPOSE, 200GRAMS		
10	6	BOXES	STAPLE WIRE, STANDARD		
11	10	ROLL	TAPE, TRANSPARENT, 24M		
12	10	ROLL	TAPE, TRANSPARENT, 48M		
13	3	PCS	RULER, PLASTIC, 450MM		
14	3	Unit	CALCULATOR, COMPACT		
15	6	BOXES	CLIP, BACKFOLD, 19MM		
16	6	BOXES	CLIP, BACKFOLD, 25MM		

17	6	BOXES	CLIP, BACKFOLD, 32MM		
18	6	BOXES	CLIP, BACKFOLD, 50MM		
19	12	PCS	CORRECTION TAPE, 8 METERS		
20	2	PCS	CUTTER/UTILITY KNIFE, FOR GENERAL PURPOSE		
21	5	PCS	DATA FILE BOX		
22	6	PCS	DATA FOLDER		
23	2	PCS	DATING AND STAMPING MACHINE		
24	1	BOX	ENVELOPE, EXPANDING,KRAFT 100 PCS PER BOX		
25	2	PCS	ERASER, FELT, FOR BLACKBOARD/WHITEBOARD		
26	5	BOXES	FASTENER,METAL,NON-SHARP EDGES,50 SETS PER BOX		
27	2	PCS	FILE ORGANIZER,EXPANDING, PLASTIC, LEGAL		
28	10	SET	FILE TAB/INDEX DIVIDER,BRISTOL BOARD A4		
29	10	SET	FILE TAB/INDEX DIVIDER,BRISTOL BOARD LEGAL		
30	5	BOX	FOLDER, PRESSBOARD, 100 PIECES PER BOX		
31	1	PACK	FOLDER WITH TAB LEGAL 100, PIECES PER PACK		
32	6	PCS	MAGAZINE FILE BOX		
33	2	SET	MARKER, FLOURESCENT, 3 COLORS PER SET		
34	5	PCS	MARKER, PERMANENT BLACK		
35	5	PCS	MARKER, PERMANENT, BLUE		
36	5	PCS	MARKER, WHITEBOARD, BLACK		
37	5	PCS	MARKER, WHITEBOARD, BLUE		
38	5	PCS	MARKER, WHITEBOARD, RED		
39	5	BOX	PAPER CLIP, VINLYN/PLASTIC COATED, 33MM		
40	5	BOX	PAPER CLIP, VINLYN/PLASTIC COATED, JUMBO 55MM		
41	2	BOX	PENCIL,LEAD/GRAPHITE, WITH ERASER, ONE (1) DOZEN PER BOX		
42	2	PC	PENCIL SHARPENER, MANUAL,SINGLE CUTTER HEAD		
43	2	BOX	RUBBER BAND NO. 18,350G		
44	4	PCS	STAMP PAD, FELT		

45	2	PAIR	SCISSORS, SYMMETRICAL OR ASYMMETRICAL		
46	4	PCS	STAPLER, STANDARD TYPE		
47	4	PCS	STAPLE REMOVER,(PLIER TYPE)		
48	2	PCS	TAPE DISPENSER, TABLE TOP		
49	1	PACK	CARTOLINA,ASSORTED COLORS 20PIECES OF ASSORTED COLORS PER PACK		
50	7	PAD	NOTE PAD, STICK ON 2"x3" 100 sheets per pad		
51	7	PAD	NOTE PAD, STICK ON 3"x4" 100 sheets per pad		
52	7	PAD	NOTED PAD, STICK ON 3" x 3", 100 sheets per pad		
53	3	PAD	PAD PAPER		
54	5	BOOK	RECORD BOOK, 500 PAGES		
55	5	BOOK	RECORD BOOK, 300 PAGES		
56	15	BOTTLE	EPSON L5190 CYAN INK		
57	15	BOTTLE	EPSON L 5190 YELLOW INK		
58	15	BOTTLE	EPSON L 5190 MAGENTA INK		
59	15	BOTTLE	EPSON L 5190 BLACK INK		
60	1	Unit	WHITE BOARD 60X90CM		
61	1	Unit	CORK BULLETIN BOARD 60X90CM		
62	6	BOTTLES	ALCOHOL,ETHYL 500ML		
63	5	CAN	AIR FRESHENER,AEROSOL TYPE, 150G		
64	5	CAN	DISINFECTANT SPRAY,AEROSOL TYPE, 400G		
65	5	CAN	FURNITURE CLEANER, AEROSOL TYPE 300ML		
66	5	BOTTLES	LIQUID HAND SOAP, 500ML		
67	1	Unit	MOP BUCKET,HEAVY DUTY,HARD PLASTIC, 30 LITERS CAPACITY		
68	1	PC	MOPHANDLE,HEAVY DUTY		
69	1	PC	MOPHEAD, MADE OF RAYON		
70	2	BUNDLE	RAGS, ALL COTTON, 1 KILO PER BUNDLE		
71	6	PACK	TRASHBAG BLACK,37"x40",XL, 10 PIECES PER ROLL OR PACK		
72	3	PCS	WASTEBASKET, RIGID PLASTIC		

73	10	PACK	TISSUE, INTERFOLDED PAPER TOWEL,150 PULLS PER PACK		
74	5	BOTTLES	LIQUID HAND SANITIZER, 500ML		
75	5	CAN	INSECTICIDE,600ML		
76	5	BOXES	FACE MASK, 3PLY,FIFTY (50) PIECES PER BOX		
77					
78					
79					
80					
81					
82					
83					

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Delivery Period

Warranty

Price Validity

Printed Name/Signature

Tel.No./Cellphone No./e-mail address

Date