



Central Portal for
Philippine Government
Procurement Opportunities

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Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 10297132
Procuring Entity BATAAN PENINSULA STATE UNIVERSITY
Title BPSU MC HSU Supply & Delivery of Office Supplies, Equipment and Consumables
Area of Delivery Bataan

Solicitation Number:	MC23-10-985	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 104,320.00	Document Request List	0
Delivery Period:	15 Day/s		
Client Agency:		Date Published	09/11/2023
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	08/11/2023 22:54 PM
		Closing Date / Time	14/11/2023 17:00 PM

Description

Qty. Unit of Measure Description/Offer
 10 pc Highlighter (Color Available -Green)
 10 box Paper clip, Vinly/ Plastic coated 33mm
 10 box Paper clip, Vinly/ Plastic coated 50mm, jumbo
 10 box Clip Backfold , 19mm
 10 box Clip Backfold , 25mm
 10 box Clip Backfold, 32mm
 10 box Clip Backfold, 41mm
 10 box Clip Backfold, 50mm
 10 pcs Official Record Book - 300pp
 10 pcs Official Record Book - 500pp
 6 pcs Aircon Purifier Filter
 50 pcs Ballpen Black
 30 pck Tissue - 3ply - 12 pcs/ pack
 20 bottle Multi-Action Cleaner - Marine 900ml
 20 bottle MULTI-PURPOSE DISINFECTANT CLEANER - 900ml
 6 pcs Stapler With staple Remover
 30 pck Battery AA - 2pcs / pack
 30 pck Battery AAA - 2 pcs / pack
 10 box Fastener

100 pcs Long Envelope
100 pcs Folder - Long- White 14 pts
10 pcs 2 Ring Arch File - Slide Clip - Long - Blue
20 pcs Correction Tape - 8m
10 roll Tape , Clear , 24mm - 1 inch
10 roll Tape, Clear 48mm- 2 inch
10 roll Tape, Tan / Brown, 487mm - 2 inch
10 roll Double Sided Tape - Tissue 18mmx10m
3 Unit Office Chair
2 Unit Epson L3110 printer
10 ream Long Bond Paper - 70 Gsm (sub 20)
6 pc Calculator
10 bottle Air Freshner - 320ml
10 bottle Multi Insect Killer - 350 ml
10 bottle Dishwashing Liquid - 475ml
20 pck Trash Bag - xl - 10's / pack green
10 pck Marker- Bullet Type- Pilot
20 pck Trash Bag - xl - 10's / pack yellow
20 pck Trash Bag - xl - 10's / pack black
6 pc Data file box
10 pc 2 Ring Arch File - Slide Clip - A4 size - Blue
***** NOTHING FOLLOWS *****

Created by Riezle Clarin Muñoz

Date Created 08/11/2023

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MAIN CAMPUS

REQUEST FOR QUOTATION / PROPOSAL

**BPSU MC HSU Supply &
Delivery of Office Supplies,
Equipment and
Consumables**

Bidder: _____
Address: _____
E-Mail Address: _____
Contact No. _____

Office/Section

PR no.

Quotation No.

TIN.no. (indicate VAT or Non-Vat)

MC 2023-10-985

Philgeps 2023-11-107mc

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 Officer

- 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 P104,320.00	
No.	Qty.	Unit of Measure	Description/Offer	Unit Price	Total Cost
1	10	pc	Highlighter (Color Available -Green)		
2	10	box	Paper clip, Vinly/ Plastic coated 33mm		
3	10	box	Paper clip, Vinly/ Plastic coated 50mm, jumbo		
4	10	box	Clip Backfold , 19mm		
5	10	box	Clip Backfold , 25mm		
6	10	box	Clip Backfold, 32mm		
7	10	box	Clip Backfold, 41mm		
8	10	box	Clip Backfold, 50mm		
9	10	pcs	Official Record Book - 300pp		
10	10	pcs	Official Record Book - 500pp		
11	6	pcs	Aircon Purifier Filter		
12	50	pcs	Ballpen Black		
13	30	pck	Tissue - 3ply - 12 pcs/ pack		
14	20	bottle	Multi-Action Cleaner - Marine 900ml		
15	20	bottle	MULTI-PURPOSE DISINFECTANT CLEANER - 900ml		
16	6	pcs	Stapler With staple Remover		
17	30	pck	Battery AA - 2pcs / pack		
18	30	pck	Battery AAA - 2 pcs / pack		
19	10	box	Fastener		
20	100	pcs	Long Envelope		
21	100	pcs	Folder - Long- White 14 pts		
22	10	pcs	2 Ring Arch File - Slide Clip - Long - Blue		
23	20	pcs	Correction Tape - 8m		
24	10	roll	Tape , Clear , 24mm - 1 inch		
25	10	roll	Tape, Clear 48mm- 2 inch		
26	10	roll	Tape, Tan / Brown, 487mm - 2 inch		

27	10	roll	Double Sided Tape - Tissue 18mmx10m		
28	3	Unit	Office Chair		
29	2	Unit	Epson L3110 printer		
30	10	ream	Long Bond Paper - 70 Gsm (sub 20)		
31	6	pc	Calculator		
32	10	bottle	Air Freshner - 320ml		
33	10	bottle	Multi Insect Killer - 350 ml		
34	10	bottle	Dishwashing Liquid - 475ml		
35	20	pck	Trash Bag - xl - 10's / pack green		
36	10	pck	Marker- Bullet Type- Pilot		
37	20	pck	Trash Bag - xl - 10's / pack yellow		
38	20	pck	Trash Bag - xl - 10's / pack black		
39	6	pc	Data file box		
40	10	pc	2 Ring Arch File - Slide Clip - A4 size - Blue		
41			***** NOTHING FOLLOWS *****		
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43					
44					
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jhozle3rdethx

Delivery Period
Warranty
Price Validity

Printed Name/Signature

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

Date