



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 10669139
Procuring Entity BATAAN PENINSULA STATE UNIVERSITY
Title BPSU -CO-REGISTRAR- SUPPLY AND DELIVERY OF OFFICE SUPPLIES
Area of Delivery Bataan

Solicitation Number:	CO2024-03-0348	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 119,980.00	Document Request List	0
Delivery Period:	30 Day/s		
Client Agency:		Date Published	17/03/2024
Contact Person:	Carolina Sales Barata Procurement Staff Capitol Compound Balanga City Bataan Philippines 2100 63-47-2371341 csbarata@bpsu.edu.ph	Last Updated / Time	16/03/2024 23:15 PM
		Closing Date / Time	20/03/2024 08:00 AM

Description			
Qty. Unit of Measure Description/Offer 15 bottle INK, EPSON (T003), Black 6 bottle INK, EPSON (T003), Cyan 6 bottle INK, EPSON (T003), Magenta 6 bottle INK, EPSON (T003), Yello 10 jar Paste 4 pack Laminating Pouches A4, 150 microns (100 pcs per pack) 4 pack Laminating Pouches Legal, 150 microns (100 pcs per pack) 30 pack KF 95-5D 10 pcs/pack (white) 30 pack KF 95-5D 10 pcs/pack (gray) 2 ream PAPER, Multipurpose A3, 500 Sheets per ream, 80 GSM 10 pack Dishwashing Liquid, ANTIBAC Refill 600 ML 20 pc Scissor, 8.0", Metal (Heavy Duty) 20 pc Sign Pen, .05, Green 4 pack Specialty Paper, Pale Cream, A4, 90 GSM, 100 pcs per pack 4 pack Specialty Paper, Pale Cream, Legal, 90 GSM, 100 pcs per pack 4 pack Specialty Paper, Pale Cream, A4, 200 GSM, 100 pcs per pack 4 pack Specialty Paper, Pale Cream, Legal, 200 GSM, 100 pcs per pack 20 pc Sign Pen, Extra Fine Tip, Black 20 pc Sign Pen, Medium Tip, Black 20 pc Sign Pen, Medium Tip, Blue 20 pc Sign Pen, Extra Fine Tip, Red 20 pack Battery, dry cell, size AA, 4 pcs/pack 5 bottle Cleaner, Toilet Bowl and Urinal 5 pouch Detergent Powder, All purpose 5 bottle Hand Soap, liquid 2 kilo Rags 5 pack/roll Trashbag, XXL size 5 pack/roll Trashbag, Large size 5 pack/roll Trashbag, XL size 1 unit Fire Extinguisher 10 pc Light-Emitting Diode (LED Light Bulb, 15 watts 15 pc Flourescent Bulb, 40 watts 10 box Staple Wire, Standard 40 roll Tape, transparent, 24mm 20 pc Correction Tape 2 box Envelope, Documentary, Legal 20 pack File Tab Divider, A4 20 pack File Tab Divider, Legal 2 box Folder, pressboard (Legal) (see attached sample picture) 1 pack Folder with tab, Legal (White) 20 pc Marker, Permanent, Black 4 pc Puncher, paper, heavy duty			

10 pc Stapler, Standard Type 1 unit Stapler, heavy duty (binder) 4 pc Tape Dispenser, Table Top 20 ream Paper, Multicopy A4 20 ream Paper, Multicopy Legal 10 bottle Hand Sanitizer 5 can Insecticide 5 pack Push pin 10 pc Glue Stick (Paste) 20 pc Glue Stick (For Glue Gun) 1 pc Glue Gun 1 pc Binding Ring/Comb, plastick, 32 mm 1 unit Binding and Punching Machine 4 unit BPSU Dry Seal 4 unit Stamp (Self-Inking/ Customized) (see attached sample) 25 pc Stamp Ink (X-Stamper Ink) ***** NOTHING FOLLOWS *****
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Created by Carolina Sales Barata
Date Created 16/03/2024

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C E N T R A L

REQUEST FOR QUOTATION / PROPOSAL

BPSU -CO-REGISTRAR- SUPPLY
AND DELIVERY OF OFFICE
SUPPLIES

Bidders:	Office/Section	REGISTRAR
Address:	PR no.	CO2024-03-0348
E-Mail Address:	Quotation No.	PhilGeps 2024-03-0061
Contact No.	Date	March 15, 2024
TIN.no: (indicate 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.


Carolina S. Barata
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 119,980.00	
No.	Qty.	Unit of Measure	Description/Offer	Unit Price	Total Cost	
1	15	bottle	INK, EPSON (T003), Black			
2	6	bottle	INK, EPSON (T003), Cyan			
3	6	bottle	INK, EPSON (T003), Magenta			
4	6	bottle	INK, EPSON (T003), Yello			
5	10	jar	Paste			
6	4	pack	Laminating Pouches A4, 150 microns (100 pcs per pack)			
7	4	pack	Laminating Pouches Legal, 150 microns (100 pcs per pack)			
8	30	pack	KF 95-5D 10 pcs/pack (white)			
9	30	pack	KF 95-5D 10 pcs/pack (gray)			
10	2	ream	PAPER, Multipurpose A3, 500 Sheets per ream, 80 GSM			
11	10	pack	Dishwashing Liquid, ANTIBAC Refill 600 ML			
12	20	pc	Scissor, 8.0", Metal (Heavy Duty)			
13	20	pc	Sign Pen, .05, Green			
14	4	pack	Specialty Paper, Pale Cream, A4, 90 GSM, 100 pcs per pack			
15	4	pack	Specialty Paper, Pale Cream, Legal, 90 GSM, 100 pcs per pack			
16	4	pack	Specialty Paper, Pale Cream, A4, 200 GSM, 100 pcs per pack			
17	4	pack	Specialty Paper, Pale Cream, Legal, 200 GSM, 100 pcs per pack			
18	20	pc	Sign Pen, Extra Fine Tip, Black			
19	20	pc	Sign Pen, Medium Tip, Black			
20	20	pc	Sign Pen, Medium Tip, Blue			
21	20	pc	Sign Pen, Extra Fine Tip, Red			
22	20	pack	Battery, dry cell, size AA, 4 pcs/pack			
23	5	bottle	Cleaner, Toilet Bowl and Urinal			
24	5	pouch	Detergent Powder, All purpose			
25	5	bottlle	Hand Soap, liquid			
26	2	kilo	Rags			
27	5	pack/roll	Trashbag, XXL size			
28	5	pack/roll	Trashbag, Large size			
29	5	pack/roll	Trashbag, XL size			
30	1	unit	Fire Extinguisher			
31	10	pc	Light-Emitting Diode (LED Light Bulb, 15 watts			
32	15	pc	Flourescent Bulb, 40 watts			
33	10	box	Staple Wire, Standard			
34	40	roll	Tape, transparent, 24mm			

35	20	pc	Correction Tape		
36	2	box	Envelope, Documentary, Legal		
37	20	pack	File Tab Divider, A4		
38	20	pack	File Tab Divider, Legal		
39	2	box	Folder, pressboard (Legal) (see attached sample picture)		
40	1	pack	Folder with tab, Legal (White)		
41	20	pc	Marker, Permanent, Black		
42	4	pc	Puncher, paper, heavy duty		
43	10	pc	Stapler, Standard Type		
44	1	unit	Stapler, heavy duty (binder)		
45	4	pc	Tape Dispenser, Table Top		
46	20	ream	Paper, Multicopy A4		
47	20	ream	Paper, Multicopy Legal 80 GSM		
48	10	bottle	Hand Sanitizer		
49	5	can	Insecticide		
50	5	pack	Push pin		
51	10	pc	Glue Stick (Paste)		
52	20	pc	Glue Stick (For Glue Gun)		
53	1	pc	Glue Gun		
54	1	pc	Binding Ring/Comb, plastick, 32 mm		
55	1	unit	Binding and Punching Machine		
56	4	unit	BPSU Dry Seal		
57	4	unit	Stamp (Self-Inking/ Customized) (see attached sample)		
58	25	pc	Stamp Ink (X-Stamper Ink)		
			***** NOTHING FOLLOWS *****		

Delivery Period

Warranty

Price Validity

Printed Name/Signature

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

Date