



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 10037540
Procuring Entity BATAAN PENINSULA STATE UNIVERSITY
Title BPSU MCO FMSO Supply & Delivery of Office Supplies, Equipment and Consumables
Area of Delivery Bataan

Solicitation Number:	MCO2023-07-615	Status	Closed
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 88,450.00	Document Request List	0
Delivery Period:	15 Day/s		
Client Agency:		Date Published	12/08/2023
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	12/08/2023 00:00 AM
		Closing Date / Time	16/08/2023 17:00 PM

Description

Qty. Unit of Measure Description/Offer
10 pcs Stapler with staple wire remover, standard
10 pcs Scissors 6"
4 pcs Heavy duty puncher with automstic centering gauge
11 pcs Customized self inking name stamp
10 btl Stamp ink for self inking stamp
1 unit 3 in 1 printer
10 box Blue sign pen
10 box black sign pen
2 pcs Heavy duty extension wire cord with sockets (5 meters)
1 pc Office table
10 box Long bond paper, 80gsm
5 pcs Heavy duty plier type staple wire remover
20 btl Epson ink 003 black
20 pcs Correction tape 8m
10 roll Double sided tape , 3/4 , 50m
2 pck Glossy photopaper, legal size
2 pck Specialty paper, long, pale cream
10 pad Note pad stick on 3 x 3" 100 sheets per pad
10 pad Note pad stick on 3 x 4" 100 sheets per pad
15 pad Note pad stick on 2 x 3" 100 sheets per pad
10 box Hard metal fastener
10 box No.2 pencil

20 btl Ethyl alcohol, 70% solution, 500ml
5 pcs File document organizer, for legal size documents
2 pcs Office desk tray
20 pad Neon color arrow sticky notes
1 pcs Office chair with armrest adjustable height 360 rotate mesh
****nothing follows***

Created by Riezle Clarin Muñoz
Date Created 11/08/2023

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REQUEST FOR QUOTATION/PROPOSAL

BPSU MCO FMSO Supply &
Delivery of Office Supplies,
Equipment and Consumables

Bidder:

Address:

E-Mail Address:

Contact No.

Office/Section

PR no.

Quotation No.

TIN.no² (indicate VAT or Non-Vat)

MCO2023-07-615

Philgeps-2023-08-149mco

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.



RIEZIE 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 88,450.00	
No.	Qty.	Unit of Measure	Description/Offer	Unit Price	Total Cost
1	10	pcs	Stapler with staple wire remover, standard		
2	10	pcs	Scissors 6"		
3	4	pcs	Heavy duty puncher with automstic centering gauge		
4	11	pcs	Customized self inking name stamp		
5	10	btl	Stamp ink for self inking stamp		
6	1	unit	3 in 1 printer		
7	10	box	Blue sign pen		
8	10	box	black sign pen		
9	2	pcs	Heavy duty extension wire cord with sockets (5 meters)		
10	1	pc	Office table		
11	10	box	Long bond paper, 80gsm		
12	5	pcs	Heavy duty plier type staple wire remover		
13	20	btl	Epson ink 003 black		
14	20	pcs	Correction tape 8m		
15	10	roll	Double sided tape , 3/4 , 50m		
16	2	pck	Glossy photopaper, legal size		
17	2	pck	Specialty paper, long, pale cream		
18	10	pad	Note pad stick on 3 x 3" 100 sheets per pad		
19	10	pad	Note pad stick on 3 x 4" 100 sheets per pad		
20	15	pad	Note pad stick on 2 x 3" 100 sheets per pad		
21	10	box	Hard metal fastener		
22	10	box	No.2 pencil		
23	20	btl	Ethyl alcohol, 70% solution, 500ml		
24	5	pcs	File document organizer, for legal size documents		
25	2	pcs	Office desk tray		
26	20	pad	Neon color arrow sticky notes		
27	1	pcs	Office chair with armrest adjustable height 360 rotate mesh		
28			****nothing follows***		

jhozle3rdethx

Delivery Period

Warranty

Price Validity

Printed Name/Signature

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

Date