



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 8201072
Procuring Entity DEPARTMENT OF TOURISM
Title PROCUREMENT OF OFFICE SUPPLIES FOR BENCH-STOCKING
Area of Delivery Metro Manila

Solicitation Number:	2021-11-0174	Status	Pending
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	1
Classification:	Goods	Bid Supplements	0
Category:	Office Supplies and Devices		
Approved Budget for the Contract:	PHP 539,545.97	Document Request List	0
Delivery Period:	10 Day/s		
Client Agency:		Date Published	18/11/2021
Contact Person:	FELICISIMO EVANGELISTA MAXIMO Admin. Officer III 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.425 63-02-8900189 femaximo@tourism.gov.ph	Last Updated / Time	17/11/2021 14:24 PM
		Closing Date / Time	23/11/2021 17:00 PM

Description

TECHNICAL SPECIFICATIONS:

- 1) 48 cans - INSECTICIDE, aerosol type, net content: 600ml min
- 2) 24 bottles - HAND SANITIZER, 500 ml
- 3) 591 bottles - ALCOHOL, ethyl, 68%-72%, scented, 500ml (-5ml)
- 4) 9 bottles - STAMP PAD INK, purple or violet, 50ml (min.)
- 5) 532 reams - PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm
- 6) 265 reams - PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm
- 7) 636 reams - PAPER, Multi-Purpose A4, 70 gsm
- 8) 313 reams - PAPER, Multi-Purpose, Legal, 70 gsm
- 9) 180 packs - BATTERY, dry cell, AA, 2 pieces per blister pack
- 10) 148 packs - BATTERY, dry cell, AAA, 2 pieces per blister pack
- 11) 17 jars - GLUE, all purpose, gross weight: 200 grams min
- 12) 50 boxes - STAPLE WIRE, for heavy duty staplers, (23/13)
- 13) 79 boxes - STAPLE WIRE, STANDARD, (26/6)
- 14) 73 rolls - TAPE, MASKING, width: 24mm (±1mm)
- 15) 174 rolls - TAPE, PACKAGING, width: 48mm (±1mm)

- 16) 274 cans - DISINFECTANT SPRAY, aerosol type, 400-550 grams
- 17) 158 boxes - CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)
- 18) 144 boxes - CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)
- 19) 109 boxes - CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)
- 20) 258 pieces - CORRECTION TAPE, film base type, UL 6m min
- 21) 320 pieces - DATA FOLDER, made of chipboard, taglia lock
- 22) 20 boxes - ENVELOPE, EXPANDING, KRAFTBOARD, for legal size doc
- 23) 21 pieces - ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min
- 24) 56 boxes - FASTENER, METAL, 70mm between prongs, non-sharp edges.
- 25) 24 packs - FOLDER, TAGBOARD, for legal size documents
- 26) 14 boxes - FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)
- 27) 39 sets - MARKER, FLUORESCENT, 3 assorted colors per set
- 28) 102 pieces - MARKER, PERMANENT, bullet type, black
- 29) 91 pieces - MARKER, PERMANENT, bullet type, blue
- 30) 57 boxes - RUBBER BAND, 70mm min lay flat length (#18)
- 31) 2 pieces - CUTTER KNIFE, for general purpose
- 32) 1 piece - STAPLER, STANDARD TYPE, load cap: 200 staples min
- 33) 20 carts. - INK CART, HP CD887AA, (HP703), Black
- 34) 20 carts. - INK CART, HP CD888AA, (HP703), Tri-color
- 35) 16 carts. - INK CART, HP CZ107AA, (HP678), Black
- 36) 16 carts. - INK CART, HP CZ108AA, (HP678), Tricolor
- 37) 9 carts. - INK CART, HP CZ121A (HP685A), Black
- 38) 9 carts. - INK CART, HP CZ122A (HP685A), Cyan
- 39) 9 carts. - INK CART, HP CZ123A (HP685A), Magenta
- 40) 9 carts. - INK CART, HP CZ124A (HP685A), Yellow
- 41) 67 carts. - Ink Cartridge, HP F6V26AA (HP680) Tri-color
- 42) 74 carts. - Ink Cartridge, HP F6V27AA (HP680) Black
- 43) 1 cart. - TONER CART, HP CB435A, Black
- 44) 1 cart. - TONER CART, HP CE285A (HP85A), Black
- 45) 587 pieces - SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip
- 46) 177 pieces - SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip
- 47) 5 packs - WRAPPING PAPER, kraft, 65gsm (-5%)

*** NOTE: PARTIAL BID IS NOT ALLOWED
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Other Information

The winning bid however, shall be determined based on the proposal with the most advantageous financial package cost, provided that the amount of the bid does not exceed the above total budget.

Required Valid Documents to be submitted:

- 1. Current Mayor's/Business Permit
- 2. Latest Annual Income or Business Tax Return (for ABC's above Php500,000.00)
- 3. Certificate of PhilGEPS registration and
- 4. Duly Notarized Omnibus Sworn Statement

Kindly submit your quotation via email not later than November 23, 2021

Created by FELICISIMO EVANGELISTA MAXIMO

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