



PhilGEPS

Philippine Government Electronic Procurement System

Central Portal for
Philippine Government
Procurement Opportunities

Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 11551912
Procuring Entity CARLOS HILADO MEMORIAL STATE UNIVERSITY
Title Procurement of Various Office Supplies and Materials for the Upcoming Events of the Campus
 USG - Talisay Campus
Area of Delivery Negros Occidental

Solicitation Number: RFQ 24-504 Trade Agreement: Implementing Rules and Regulations Procurement Mode: Shopping - Ordinary/Regular Office Supplies & Equipment (Sec. 52.1.b) Classification: Goods Category: Office Equipment Supplies and Consumables Approved Budget for the Contract: PHP 57,755.00 Delivery Period: 15 Day/s Client Agency: Contact Person: Rowena De la Vida Prado Administrative Assistant II Mabini Street Talisay City Negros Occidental Philippines 6115 63-34-7120005 Ext.142 63-939-9296624 bac.sec@chmsu.edu.ph	Status	Pending
	Associated Components	1
	Bid Supplements	0
	Document Request List	0
	Date Published	30/11/2024
	Last Updated / Time	29/11/2024 11:03 AM
	Closing Date / Time	03/12/2024 09:00 AM

Description

Republic of the Philippines
 CARLOS HILADO MEMORIAL STATE UNIVERSITY
 Talisay City, Negros Occidental
 Mobile Phone Number: (0939) 929 6624
 bac.sec@chmsu.edu.ph

REQUEST FOR QUOTATION
 PAGE 1 OF 3
 Date: NOVEMBER 26, 2024
 Quotation No.: 24-504

Please quote your lowest price on the item/s listed below, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than _____ in the return envelope attached herewith.

DR. ANDREW EUSEBIO S.TAN
 BAC Chairman

NOTE:

- ALL ENTRIES MUST BE TYPEWRITTEN
- DELIVERY PERIOD WITHIN 15 CALENDAR DAYS
- WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY
- PRICE VALIDITY SHALL BE FOR A PERIOD OF _____ CALENDAR DAYS
- G-EPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION
- BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED

- ITEM ITEM & DESCRIPTION QTY. UNIT UNIT PRICE TOTAL PRICE
 NO. (Pls. indicate brand offered)
 ONE(1) LOT- OFFICE SUPPLIES Long nose plier 10 inches
 1 GEL PEN, 0.5, Black , 12pcs/box 3 boxes
 2 GEL PEN, 0.5, Blue, 12pcs/box 2 boxes
 3 GEL PEN, 0.5, Red, 12pcs/box 1 box
 4 PENCIL, #1, 12pcs/box 2 boxes
 5 MARKER, Permanent, Black, 12pcs/box 1 box
 6 MARKER, Whiteboard, Black, 12pcs/box 1 box
 7 MARKER, Whiteboard, Red, 12pcs/box 1 box
 8 ERASER, Whiteboard, Thick, 6pcs/box 1 box
 9 MARKER, Highlighter 2 boxes
 10 ERASER for Ink and Pencil E-330 1 box
 11 CORRECTION TAPE J-823 5mmx10 10 pcs.
 12 FOLDER, Clear, Long 50 pcs.
 13 FOLDER, White, Long 50 pcs.
 14 FOLDER, Expanded, Long 50 pcs.
 15 ENVELOPE, BROWN, Long 50 pcs.
 16 ENVELOPE, Plastic, Long 50 pcs.
 17 ENVELOPE, Expanded, Long 50 pcs.
 18 BOOKS, Clear and Refill, long 20 pcs.
 19 MANILA PAPER 50 pcs.
 20 CARTOLINA, Assorted Colors 1 packs
 21 STICKER PAPER, Glossy,135gsm 10 packs
 22 PHOTO PAPER, Glossy 1 packs
 23 BINDER CLIPS, 41mm 5 boxes
 24 PAPER CLIPS, 51 mm 5 boxes
 25 PAPER CLIPS BOOKMARKS, 28mm 5 boxes
 26 STAPLER, No. 35 with remover 2 pcs.
 27 STAPLE WIRES NO. 35 10 boxes
 28 STAPLE GUN TACKER, 4-6-8 mm 1 pcs.
 29 GUN TACKER WIRES, 8mm 10 boxes
 30 TRIO PUNCHER, 2 hole, 30 sheets, 7 cm, 8800 2 pcs.
 31 STICKY NOTES 20 packs
 32 CERTIFICATE JACKET, A4 100 pcs.
 33 FILE ORGANIZER, 3-layer Metal Desk for filing 2 pcs.
 34 RACK, Document File Organizer, blue, 4 divider 4 pcs.
 35 VELLUM BOARDS, A4 200 packs
 36 RECORD BOOK, 500 Pages 4 pcs.
 37 MASKING TAPE, 2 Inches 5 tubes
 38 DOUBLE-SIDED TAPE, 2 inches 3 tubes
 39 PACKAGING TAPE, 60mmx30m clear 10 pcs.
 40 SCOTCH TAPE, 1 inch 10 pcs.
 41 DUCT TAPE, PVC Wrapping, 48mmx10m, silver 2 pcs.
 42 GLUE GUN, 40w 2 pcs.
 43 GLUE STICKS, 1.1 cm 50 pcs.
 44 SCISSORS, 8 1/2 Y58027M 10 pcs.
 45 CUTTER, Blade 5 pcs.
 46 PAPER CUTTER, Wood Base, A43 size, Heavu Duty Paper Cutter 1 pc
 47 CORK BOARD, 50 x 70cm 2 pcs.
 48 WHITE BOARD, 35 X 50cm 2 pcs.
 49 WHITE BOARD, 8 x 12cm 50 pcs.
 50 CHIPBOARD, 11 x 7inches 20 pcs.
 51 PUSH PINS, 6.11x3.14 X 5.11 inches, assorted 10 boxes
 52 THUMBSTACKS, 12 x 9 x 3 cm 10 boxes
 53 PRINTER INK, Brother 5000 MCY, BT D60 Black 5 sets
 54 SCIENTIFIC CALCULATOR, Transparent Casing, F-789SGA 5 pcs.
 55 BATTERY, Super Heavy Duty,1215BP4, AA 5 packs
 56 BATTERY, Super Heavy Duty,1215BP4, AAA 5 packs
 57 BATTERY CHARGER, Fast, 1.2V AA/AAA, NIMH and 1 pc
 Ni-Cd Rechargeable Batteries Four-Sot

TOTAL

*****Nothing Follows*****

TOTAL ABC = Php 57,755.00

PROCUREMENT OF OFFICE SUPPLIES TO BE USED FOR THE UPCOMING SCHOOL EVENTS AND FOR C-USG OFFICE

USE- TALISAY CAMPUS/H.I. HINOJALES & R. CAUDELLOSA

PR# 24-892-1111 11-11-24

INCOME 475-164-24-11 11-13-24

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	ONE (1) LOT	Various Office Supplies and Materials	1	Lot	57,755.00

Created by Rowena De la Vida Prado

Date Created 29/11/2024

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.



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5. G-EPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION
6. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED

ITEM NO.	ITEM & DESCRIPTION (Pls. indicate brand offered)	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
	ONE(1) LOT- OFFICE SUPPLIES				
1	GEL PEN , 0.5, Black , 12pcs/box	3	boxes		
2	GEL PEN , 0.5, Blue, 12pcs/box	2	boxes		
3	GEL PEN , 0.5, Red, 12pcs/box	1	box		
4	PENCIL , #1, 12pcs/box	2	boxes		
5	MARKER , Permanent, Black, 12pcs/box	1	box		
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9	MARKER , Highlighter	2	boxes		
10	ERASER for Ink and Pencil E-330	1	box		
11	CORRECTION TAPE J-823 5mmx10	10	pcs.		
12	FOLDER , Clear, Long	50	pcs.		
13	FOLDER , White, Long	50	pcs.		
14	FOLDER , Expanded, Long	50	pcs.		
15	ENVELOPE , BROWN, Long	50	pcs.		
16	ENVELOPE , Plastic, Long	50	pcs.		
17	ENVELOPE , Expanded, Long	50	pcs.		
18	BOOKS , Clear and Refill, long	20	pcs.		
19	MANILA PAPER	50	pcs.		

Date

By

Released (BAC) _____

Returned (Supplier) _____

Printed Name/Signature

Tel. No./Cellphone No.

Date



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32	CERTIFICATE JACKET , A4	100	pcs.		
33	FILE ORGANIZER , 3-layer Metal Desk for filing	2	pcs.		
34	RACK , Document File Organizer, blue, 4 divider	4	pcs.		
35	VELLUM BOARDS , A4	200	packs		
36	RECORD BOOK , 500 Pages	4	pcs.		
37	MASKING TAPE , 2 inches	5	tubes		
38	DOUBLE-SIDED TAPE , 2 inches	3	tubes		
39	PACKAGING TAPE , 60mmx30m clear	10	pcs.		
40	SCOTCH TAPE , 1 inch	10	pcs.		

Date _____ By _____
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57	BATTERY CHARGER, Fast, 1.2V AA/AAA, NiMH and Ni-Cd Rechargeable Batteries Four-Sot	1	pc		
	TOTAL				
	*****Nothing Follows*****				
	TOTAL ABC = Php 57,755.00				
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