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## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 11568733  
**Procuring Entity** CARLOS HILADO MEMORIAL STATE UNIVERSITY  
**Title** Procurement of Consolidated Common-use Supplies and Consumables of the University  
**Area of Delivery** Negros Occidental

<b>Solicitation Number:</b> RFQ 24-519	<b>Status</b>	<b>Pending</b>
<b>Trade Agreement:</b> Implementing Rules and Regulations		
<b>Procurement Mode:</b> Shopping - Ordinary/Regular Office Supplies & Equipment (Sec. 52.1.b)	<b>Associated Components</b>	1
<b>Classification:</b> Goods	<b>Bid Supplements</b>	0
<b>Category:</b> Office Equipment Supplies and Consumables	<b>Document Request List</b>	0
<b>Approved Budget for the Contract:</b> PHP 696,759.60	<b>Date Published</b>	04/12/2024
<b>Delivery Period:</b> 15 Day/s	<b>Last Updated / Time</b>	03/12/2024 16:16 PM
<b>Client Agency:</b>	<b>Closing Date / Time</b>	09/12/2024 09:00 AM
<b>Contact Person:</b> 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		

**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 6  
 Date: DECEMBER 03, 2024  
 Quotation No.: 24-519

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:**

1. ALL ENTRIES MUST BE TYPEWRITTEN
  2. DELIVERY PERIOD WITHIN  15  CALENDAR DAYS
  3. 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
  4. PRICE VALIDITY SHALL BE FOR A PERIOD OF \_\_\_\_\_ CALENDAR DAYS
  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 ITEM & DESCRIPTION QTY. UNIT UNIT PRICE TOTAL PRICE

NO. (Pls. indicate brand offered)

ONE(1) LOT

- 1 ARCHFILE, Eco, Legal 3" black ARCHFILE, Eco, Legal 3" black 20 piece
- 2 BALLPEN, 0.5, metal point, S-fine, black, 12pcs/box BALLPEN, 0.5, metal point, S-fine, black, 12pcs/box 37 box
- 3 BINDER CLIP, 1" 32mm, steel coated, black BINDER CLIP, 1" 32mm, steel coated, black 40 box
- 4 BINDER CLIP, 2" 51mm, steel coated, black BINDER CLIP, 2" 51mm, steel coated, black 40 box
- 5 BINDING AND PUNCHING MACHINE BINDING AND PUNCHING MACHINE 1 unit
- 6 CARBON FILM, Legal Size CARBON FILM, Legal Size 10 box
- 7 CARTOLINA, Assorted Color CARTOLINA, Assorted Color 2 pack
- 8 CERTIFICATE HOLDER, A4 CERTIFICATE HOLDER, A4 200 piece
- 9 CERTIFICATE HOLDER, Long CERTIFICATE HOLDER, Long 250 piece
- 10 CERTIFICATE HOLDER, Short CERTIFICATE HOLDER, Short 100 piece
- 11 CLEARBOOK, legal, green CLEARBOOK, legal, green 21 piece
- 12 CLIPBOARDS, Lawanit Legal Brown CLIPBOARDS, Lawanit Legal Brown 10 piece
- 13 CLIPBOARDS, Legal Size, Black High Quality CLIPBOARDS, Legal Size, Black High Quality 20 piece
- 14 COLUMNAR PAD, 10 COLS, 50gms, 17" x 14" COLUMNAR PAD, 10 COLS, 50gms, 17" x 14" 2 pad
- 15 COLUMNAR PAD, 12 COLS, 50gms, 17" x 14" COLUMNAR PAD, 12 COLS, 50gms, 17" x 14" 2 pad
- 16 CORKBOARD, Wooden Frame, 2x3 CORKBOARD, Wooden Frame, 2x3 5 piece
- 17 DATA FILE BOX, Navy blue DATA FILE BOX, Navy blue 60 piece
- 18 DATA FOLDER, W-3", H-14", L-11", Green DATA FOLDER, W-3", H-14", L-11", Green 40 piece
- 19 DATING AND STAMPING MACHINE DATING AND STAMPING MACHINE 1 piece
- 20 DOCUMENT TRAY, 5 layers, paper holder, plastic DOCUMENT TRAY, 5 layers, paper holder, plastic 4 unit
- 21 ENVELOPE, Documentary, A4 ENVELOPE, Documentary, A4 1 box
- 22 ENVELOPE, Documentary, Legal ENVELOPE, Documentary, Legal 2 box
- 23 EXTENSION CORD, with Indicator Switch 5-gang WED-350, EXTENSION CORD, with Indicator Switch 5-gang WED-350, 6 feet cord 10 piece
- 24 FACE MASK, 3 ply, fifty (50) pieces per box FACE MASK, 3 ply, fifty (50) pieces per box 30 box
- 25 FEATHER DUSTER, Microfiber FEATHER DUSTER, Microfiber 3 piece
- 26 FILE FOLDER, plain, green, long FILE FOLDER, plain, green, long 20 piece
- 27 FILE FOLDER, plain, yellow, long FILE FOLDER, plain, yellow, long 20 piece
- 28 FILE MANAGER, Desktop office file holder multi-function file FILE MANAGER, Desktop office file holder multi-function file frame metal iron placement data combination file holder 4 piece
- 29 FILE TAB/INDEX DIVIDER, bristol board, A4 5 pack
- 30 FILE TAB/INDEX DIVIDER, bristol board, legal FILE TAB/INDEX DIVIDER, bristol board, legal 10 pack
- 31 FILING TRAY, legal, blue FILING TRAY, legal, blue 1 piece
- 32 FOLDER, Expanding, Green, 100 pieces per box FOLDER, Expanding, Green, 100 pieces per box 10 box
- 33 GLUE, all-purpose, 200 grams GLUE, all-purpose, 200 grams 30 piece
- 34 GLUE, padding/binding, 1KG GLUE, padding/binding, 1KG 4 tube
- 35 INDEX TAB (Transparent, Clear, Self-adhesive, 5 sets/box, "INDEX TAB (Transparent, Clear, Self-adhesive, 5 sets/box, 1 set consists of 2 pieces 6" tab strips and 2 complete alphabet insert)" 60 box
- 36 INK, Genuine, Refill, Epson 001 C13T03Y100, 70 ml, Black INK, Genuine, Refill, Epson 001 C13T03Y100, 70 ml, Black 100 bottle
- 37 INK, Genuine, Refill, Epson 001 C13T03Y200, 70 ml, Cyan INK, Genuine, Refill, Epson 001 C13T03Y200, 70 ml, Cyan 40 bottle
- 38 INK, Genuine, Refill, Epson 001 C13T03Y300, 70 ml, Magenta INK, Genuine, Refill, Epson 001 C13T03Y300, 70 ml, Magenta 40 bottle
- 39 INK, Genuine, Refill, Epson 001 C13T03Y400, 70 ml, Yellow INK, Genuine, Refill, Epson 001 C13T03Y400, 70 ml, Yellow 40 bottle
- 40 INK, Genuine, Refill, Epson 003 C13T00V100, 65ml, Black INK, Genuine, Refill, Epson 003 C13T00V100, 65ml, Black 150 bottle
- 41 INK, Genuine, Refill, Epson 003 C13T00V200, 65ml, Cyan INK, Genuine, Refill, Epson 003 C13T00V200, 65ml, Cyan 40 bottle
- 42 INK, Genuine, Refill, Epson 003 C13T00V300, 65 ml, Magenta INK, Genuine, Refill, Epson 003 C13T00V300, 65 ml, Magenta 40 bottle
- 43 INK, Genuine, Refill, Epson 003 C13T00V400, 65ml, Yellow INK, Genuine, Refill, Epson 003 C13T00V400, 65ml, Yellow 40 bottle
- 44 INK, Genuine, Refill, Epson C13T664100 (T6641), 70 ml, Black, INK, Genuine, Refill, Epson C13T664100 (T6641), 70 ml, Black, 100 bottle
- 45 INK, Genuine, Refill, Epson C13T664200 (T6642), 70ml, Cyan INK, Genuine, Refill, Epson C13T664200 (T6642), 70ml, Cyan 40 bottle
- 46 INK, Genuine, Refill, Epson C13T664300 (T6643), 70 ml, Magenta INK, Genuine, Refill, Epson C13T664300 (T6643), 70 ml, Magenta 40 bottle
- 47 INK, Genuine, Refill, Epson C13T664400 (T6644), 70 ml, Yellow INK, Genuine, Refill, Epson C13T664400 (T6644), 70 ml, Yellow 40 bottle
- 48 INK, white board, black INK, white board, black 2 pieces
- 49 INK, white board, blue INK, white board, blue 2 pieces
- 50 MARKER, Permanent, Blue, non-refillable MARKER, Permanent, Blue, non-refillable 50 pieces
- 51 MARKER, Permanent, broad, black, refillable MARKER, Permanent, broad, black, refillable 2 pieces
- 52 MARKER, Permanent, broad, blue, refillable MARKER, Permanent, broad, blue, refillable 7 pieces
- 53 MARKER, Permanent, broad, red, refillable MARKER, Permanent, broad, red, refillable 4 pieces
- 54 MARKER, Permanent, Red, non-refillable MARKER, Permanent, Red, non-refillable 68 pieces
- 55 MARKER, White board, broad, red, refillable MARKER, White board, broad, red, refillable 3 pieces
- 56 MARKER, Whiteboard, Black, non-refillable MARKER, Whiteboard, Black, non-refillable 200 pieces
- 57 MARKER, Whiteboard, Black, refillable MARKER, Whiteboard, Black, refillable 100 pieces
- 58 MARKER, Whiteboard, Blue, non-refillable MARKER, Whiteboard, Blue, non-refillable 279 pieces
- 59 MARKER, Whiteboard, broad, black, refillable MARKER, Whiteboard, broad, black, refillable 6 pieces
- 60 MARKER, Whiteboard, Red, non-refillable MARKER, Whiteboard, Red, non-refillable 14 piece
- 61 METAL PEN HOLDER, 4" dia., Square Shape, Black, High Quality METAL PEN HOLDER, 4" dia., Square Shape, Black, High Quality 5 piece
- 62 NOTARIAL SEAL, stick-rite, with adhesive, #24-2 1/8" (40pcs/pack) NOTARIAL SEAL, stick-rite, with adhesive,

- #24-2 1/8" (40pcs/pack) 35 pack
- 63 NOTE PAD, stick on 50mm x 76mm 100 sheets per pad NOTE PAD, stick on 50mm x 76mm 100 sheets per pad 62 pad
- 64 NOTE PAD, stick on 76mm x 100mm 100 sheets per pad NOTE PAD, stick on 76mm x 100mm 100 sheets per pad 1 pad
- 65 NOTE PAD, stick on 76mm x 76mm 100 sheets per pad NOTE PAD, stick on 76mm x 76mm 100 sheets per pad 30 pad
- 66 OXIMETER, Indoplas Pulse OXIMETER, Indoplas Pulse 5 unit
- 67 PAPER CLIP, vinyl/plastic coated, 33mm PAPER CLIP, vinyl/plastic coated, 33mm 35 box
- 68 PAPER CLIP, vinyl/plastic coated, jumbo, 50mm PAPER CLIP, vinyl/plastic coated, jumbo, 50mm 35 box
- 69 PAPER CUPS, 8 oz PAPER CUPS, 8 oz 2 pack
- 70 PAPER, multicopy A4, 500 sheets per ream PAPER, multicopy A4, 500 sheets per ream 1050 ream
- 71 PAPER, specialty, board type, 8-1/2" x 11, short, 20 sheets/pack, PAPER, specialty, board type, 8-1/2" x 11, short, 20 sheets/pack, 85 gsm, Ivory 50 pack
- 85 gsm, Ivory
- 72 PAPER, specialty, board type, 8-1/2" x 11, short, 20 sheets/pack, PAPER, specialty, board type, 8-1/2" x 11, short, 20 sheets/pack, 85 gsm, soft green 50 pack
- 85 gsm, soft green
- 73 PAPER, specialty, board type, 8-1/2" x 13, long, 10 sheets/pack, PAPER, specialty, board type, 8-1/2" x 13, long, 10 sheets/pack, 200 gsm, pale cream 150 pack
- 200 gsm, pale cream
- 74 PAPER, specialty, board type, 8-1/2" x 13, long, 10 sheets/pack, PAPER, specialty, board type, 8-1/2" x 13, long, 10 sheets/pack, 200 gsm, white 215 pack
- 200 gsm, white
- 75 PAPER, specialty, board type, 8-1/2" x 13, long, 10 sheets/pack, PAPER, specialty, board type, 8-1/2" x 13, long, 10 sheets/pack, 220gsm, white 15 pack
- 220gsm, white
- 76 PAPER, specialty, board type, 8-1/2"x 11.7",A4, 10 sheets, PAPER, specialty, board type, 8-1/2"x 11.7",A4, 10 sheets, 180gsm, cream 20 pack
- 180gsm, cream
- 77 PAPER, specialty, board type, 8-1/2"x 11.7",A4, 10 sheets, PAPER, specialty, board type, 8-1/2"x 11.7",A4, 10 sheets, 180gsm, white 13 pack
- 180gsm, white
- 78 PHOTO PAPER, 4R 180gsm 100s PHOTO PAPER, 4R 180gsm 100s 15 packs
- 79 PHOTO PAPER, A4 Glossy White 135 GSM 100PCS/PACK PHOTO PAPER, A4 Glossy White 135 GSM 100PCS/PACK 32 packs
- 80 PHOTO PAPER, A4, 210mm x 297mm, 10 pcs/pack, white gloss PHOTO PAPER, A4, 210mm x 297mm, 10 pcs/pack, white gloss 130 packs
- 81 PHOTO PAPER, A4, 210mm x 297mm, 180gsm, 10 pcs/pack, PHOTO PAPER, A4, 210mm x 297mm, 180gsm, 10 pcs/pack, white gloss 15 packs
- white gloss
- 82 PUNCHER, Paper, Heavy Duty (Punching Capacity: 30 sheets, PUNCHER, Paper, Heavy Duty (Punching Capacity: 30 sheets, with 2-hole guide) 5 pieces
- with 2-hole guide)
- 83 PUSH PIN, 100s, Assorted Color PUSH PIN, 100s, Assorted Color 43 boxes
- 84 RECORD BOOK, 300 pages RECORD BOOK, 300 pages 62 pieces
- 85 RECORD BOOK, 500 pages RECORD BOOK, 500 pages 40 piece
- 86 RING BINDER, 16mm, PVC PLASTIC,LEGAL 100pcs PER BOX RING BINDER, 16mm, PVC PLASTIC,LEGAL 100pcs PER BOX 1 box
- 87 RULER, 1 foot, transparent RULER, 1 foot, transparent 2 piece
- 88 RULER, plastic, 450mm RULER, plastic, 450mm 10 piece
- 89 SCISSORS, Symmetrical/Asymmetrical SCISSORS, Symmetrical/Asymmetrical 60 piece
- 90 SIGN PEN, red, liquid or gel SIGN PEN, red, liquid or gel 5 piece
- 91 STAND FILE BOX, Black, High Quality STAND FILE BOX, Black, High Quality 35 piece
- 92 STAPLE GUN TACKER, Heavy Duty STAPLE GUN TACKER, Heavy Duty 2 unit
- 93 STAPLE REMOVER STAPLE REMOVER 12 piece
- 94 STAPLE REMOVER, plier-type STAPLE REMOVER, plier-type 15 piece
- 95 STAPLE WIRE, Heavy Duty (binder type), 23/13 STAPLE WIRE, Heavy Duty (binder type), 23/13 60 box
- 96 STAPLER, heavy duty, binder type STAPLER, heavy duty, binder type 1 unit
- 97 STAPLER, No. 35 with Remover, Black, High Quality STAPLER, No. 35 with Remover, Black, High Quality 17 piece
- 98 STICKER PAPER, A4, High gloss white, 10pcs/pack STICKER PAPER, A4, High gloss white, 10pcs/pack 40 pack
- 99 STICKER PAPER, A4, Matte White ,10pcs/pack STICKER PAPER, A4, Matte White ,10pcs/pack 48 pack
- 100 STICKER PAPER, Long, Matte White ,10pcs/pack STICKER PAPER, Long, Matte White ,10pcs/pack 25 pack
- 101 STICKY NOTES, 30 Pads 0.5x1.8, Flags Tabs Page Markers, 10 packs
- 6 Bright Color
- 102 TAPE, double sided, 1 inch, white TAPE, double sided, 1 inch, white 141 roll
- 103 TAPE, duct tape, 48mm x 10 mm TAPE, duct tape, 48mm x 10 mm 10 roll
- 104 TAPE, electrical, black TAPE, electrical, black 10 roll
- 105 TAPE, transparent, 24mm TAPE, transparent, 24mm 139 roll
- 106 PUSH CART/Hand Truck, wheel., 220 kgs capacity, 1 1/4" PUSH CART/Hand Truck, wheel., 220 kgs capacity, 1 1/4" Double Handle., 89" Mold on Rubber, Nose Plate: 10"x 16", 22" W x 18" D x 47" H, Heavy Duty 2 unit
- Double Handle., 89" Mold on Rubber, Nose Plate: 10"x 16", 22" W x 18" D x 47" H, Heavy Duty

TOTAL

\*\*\*\*\*Nothing Follows\*\*\*\*\*

TOTAL ABC = Php 696,759.60

PROCUREMENT OF CONSOLIDATED COMMON-USE SUPPLIES AND EQUIPMENT OF THE UNIVERSITY- L. GUILARAN

PR# 24-866-1029 10-29-24

INCOME 458-164-24-11 11-04-24

**Line Items**

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	ONE (1) LOT	Common-use Supplies	1	Lot	696,759.60

**Created by** Rowena De la Vida Prado  
**Date Created** 03/12/2024

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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**CARLOS HILADO MEMORIAL STATE UNIVERSITY**  
Talisay City, Negros Occidental  
Mobile Phone Number: (0939) 929 6624  
[bac.sec@chmsu.edu.ph](mailto:bac.sec@chmsu.edu.ph)

## REQUEST FOR QUOTATION

PAGE 1 OF 6

Date: DECEMBER 03, 2024  
Quotation No.: 24-519

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:

1. ALL ENTRIES MUST BE TYPEWRITTEN
2. DELIVERY PERIOD WITHIN 15 CALENDAR DAYS
3. 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
4. PRICE VALIDITY SHALL BE FOR A PERIOD OF \_\_\_\_\_ CALENDAR DAYS
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
	<b>ONE(1) LOT</b>				
1	<b>ARCHFILE</b> , Eco, Legal 3" black	20	piece		
2	<b>BALLPEN</b> , 0.5, metal point, S-fine, black, 12pcs/box	37	box		
3	<b>BINDER CLIP</b> , 1" 32mm, steel coated, black	40	box		
4	<b>BINDER CLIP</b> , 2" 51mm, steel coated, black	40	box		
5	<b>BINDING AND PUNCHING MACHINE</b>	1	unit		
6	<b>CARBON FILM</b> , Legal Size	10	box		
7	<b>CARTOLINA</b> , Assorted Color	2	pack		
8	<b>CERTIFICATE HOLDER</b> , A4	200	piece		
9	<b>CERTIFICATE HOLDER</b> , Long	250	piece		
10	<b>CERTIFICATE HOLDER</b> , Short	100	piece		
11	<b>CLEARBOOK</b> , legal, green	21	piece		
12	<b>CLIPBOARDS</b> , Lawanit Legal Brown	10	piece		
13	<b>CLIPBOARDS</b> , Legal Size, Black High Quality	20	piece		
14	<b>COLUMNAR PAD</b> , 10 COLS, 50gms, 17" x 14"	2	pad		
15	<b>COLUMNAR PAD</b> , 12 COLS, 50gms, 17" x 14"	2	pad		
16	<b>CORKBOARD</b> , Wooden Frame, 2x3	5	piece		
17	<b>DATA FILE BOX</b> , Navy blue	60	piece		
18	<b>DATA FOLDER</b> , W-3", H-14", L-11", Green	40	piece		
19	<b>DATING AND STAMPING MACHINE</b>	1	piece		
20	<b>DOCUMENT TRAY</b> , 5 layers, paper holder, plastic	4	unit		
21	<b>ENVELOPE</b> , Documentary, A4	1	box		
22	<b>ENVELOPE</b> , Documentary, Legal	2	box		

Date

By

Printed Name/Signature

Released (BAC)

Returned (Supplier)

Tel. No./Cellphone No.

Date



Republic of the Philippines  
**CARLOS HILADO MEMORIAL STATE UNIVERSITY**  
Talisay City, Negros Occidental  
Mobile Phone Number: (0939) 929 6624  
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ITEM NO.	ITEM & DESCRIPTION (Pls. indicate brand offered)	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
23	<b>EXTENSION CORD</b> , with Indicator Switch 5-gang WED-350, 6 feet cord	10	piece		
24	<b>FACE MASK</b> , 3 ply, fifty (50) pieces per box	30	box		
25	<b>FEATHER DUSTER</b> , Microfiber	3	piece		
26	<b>FILE FOLDER</b> , plain, green, long	20	piece		
27	<b>FILE FOLDER</b> , plain, yellow, long	20	piece		
28	<b>FILE MANAGER</b> , Desktop office file holder multi-function file frame metal iron placement data combination file holder	4	piece		
29	<b>FILE TAB/INDEX DIVIDER</b> , bristol board, A4	5	pack		
30	<b>FILE TAB/INDEX DIVIDER</b> , bristol board, legal	10	pack		
31	<b>FILING TRAY</b> , legal, blue	1	piece		
32	<b>FOLDER</b> , Expanding, Green, 100 pieces per box	10	box		
33	<b>GLUE</b> , all-purpose, 200 grams	30	piece		
34	<b>GLUE</b> , padding/binding, 1KG	4	tube		
35	<b>INDEX TAB</b> (Transparent, Clear, Self-adhesive, 5 sets/box, 1 set consists of 2 pieces 6" tab strips and 2 complete alphabet insert)	60	box		
36	<b>INK</b> , Genuine, Refill, Epson 001 C13T03Y100, 70 ml, Black	100	bottle		
37	<b>INK</b> , Genuine, Refill, Epson 001 C13T03Y200, 70 ml, Cyan	40	bottle		
38	<b>INK</b> , Genuine, Refill, Epson 001 C13T03Y300, 70 ml, Magenta	40	bottle		
39	<b>INK</b> , Genuine, Refill, Epson 001 C13T03Y400, 70 ml, Yellow	40	bottle		
40	<b>INK</b> , Genuine, Refill, Epson 003 C13T00V100, 65ml, Black	150	bottle		
41	<b>INK</b> , Genuine, Refill, Epson 003 C13T00V200, 65ml, Cyan	40	bottle		

Date \_\_\_\_\_ By \_\_\_\_\_  
Released (BAC) \_\_\_\_\_  
Returned (Supplier) \_\_\_\_\_

Printed Name/Signature \_\_\_\_\_

Tel. No./Cellphone No. \_\_\_\_\_

Date \_\_\_\_\_



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ITEM NO.	ITEM & DESCRIPTION (Pls. indicate brand offered)	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
42	<b>INK</b> , Genuine, Refill, Epson 003 C13T00V300, 65 ml, Magenta	40	bottle		
43	<b>INK</b> , Genuine, Refill, Epson 003 C13T00V400, 65ml, Yellow	40	bottle		
44	<b>INK</b> , Genuine, Refill, Epson C13T664100 (T6641), 70 ml, Black,	100	bottle		
45	<b>INK</b> , Genuine, Refill, Epson C13T664200 (T6642), 70ml, Cyan	40	bottle		
46	<b>INK</b> , Genuine, Refill, Epson C13T664300 (T6643), 70 ml, Magenta	40	bottle		
47	<b>INK</b> , Genuine, Refill, Epson C13T664400 (T6644), 70 ml, Yellow	40	bottle		
48	<b>INK</b> , white board, black	2	pieces		
49	<b>INK</b> , white board, blue	2	pieces		
50	<b>MARKER</b> , Permanent, Blue, non-refillable	50	pieces		
51	<b>MARKER</b> , Permanent, broad, black, refillable	2	pieces		
52	<b>MARKER</b> , Permanent, broad, blue, refillable	7	pieces		
53	<b>MARKER</b> , Permanent, broad, red, refillable	4	pieces		
54	<b>MARKER</b> , Permanent, Red, non-refillable	68	pieces		
55	<b>MARKER</b> , White board, broad, red, refillable	3	pieces		
56	<b>MARKER</b> , Whiteboard, Black, non-refillable	200	pieces		
57	<b>MARKER</b> , Whiteboard, Black, refillable	100	pieces		
58	<b>MARKER</b> , Whiteboard, Blue, non-refillable	279	pieces		
59	<b>MARKER</b> , Whiteboard, broad, black, refillable	6	pieces		
60	<b>MARKER</b> , Whiteboard, Red, non-refillable	14	piece		
61	<b>METAL PEN HOLDER</b> , 4" dia., Square Shape, Black, High Quality	5	piece		
62	<b>NOTARIAL SEAL</b> , stick-rite, with adhesive, #24-2 1/8" (40pcs/pack)	35	pack		
63	<b>NOTE PAD</b> , stick on 50mm x 76mm 100 sheets per pad	62	pad		

Date

By

Released (BAC)

Returned (Supplier)

Printed Name/Signature

Tel. No./Cellphone No.

Date



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

## REQUEST FOR QUOTATION

PAGE 4 OF 6

Date: DECEMBER 03, 2024  
Quotation No.: 24-519

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:

1. ALL ENTRIES MUST BE TYPEWRITTEN
2. DELIVERY PERIOD WITHIN 15 CALENDAR DAYS
3. 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
4. PRICE VALIDITY SHALL BE FOR A PERIOD OF \_\_\_\_\_ CALENDAR DAYS
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
64	<b>NOTE PAD</b> , stick on 76mm x 100mm 100 sheets per pad	1	pad		
65	<b>NOTE PAD</b> , stick on 76mm x 76mm 100 sheets per pad	30	pad		
66	<b>OXIMETER</b> , Indoplas Pulse	5	unit		
67	<b>PAPER CLIP</b> , vinyl/plastic coated, 33mm	35	box		
68	<b>PAPER CLIP</b> , vinyl/plastic coated, jumbo, 50mm	35	box		
69	<b>PAPER CUPS</b> , 8 oz	2	pack		
70	<b>PAPER</b> , multicopy A4, 500 sheets per ream	1050	ream		
71	<b>PAPER</b> , specialty, board type, 8-1/2" x 11, short, 20 sheets/pack, 85 gsm, Ivory	50	pack		
72	<b>PAPER</b> , specialty, board type, 8-1/2" x 11, short, 20 sheets/pack, 85 gsm, soft green	50	pack		
73	<b>PAPER</b> , specialty, board type, 8-1/2" x 13, long, 10 sheets/pack, 200 gsm, pale cream	150	pack		
74	<b>PAPER</b> , specialty, board type, 8-1/2" x 13, long, 10 sheets/pack, 200 gsm, white	215	pack		
75	<b>PAPER</b> , specialty, board type, 8-1/2" x 13, long, 10 sheets/pack, 220gsm, white	15	pack		
76	<b>PAPER</b> , specialty, board type, 8-1/2"x 11.7",A4, 10 sheets, 180gsm, cream	20	pack		
77	<b>PAPER</b> , specialty, board type, 8-1/2"x 11.7",A4, 10 sheets, 180gsm, white	13	pack		

Date

By

Released (BAC)

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## REQUEST FOR QUOTATION

PAGE 5 OF 6

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BAC Chairman

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ITEM NO.	ITEM & DESCRIPTION (Pls. indicate brand offered)	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
78	PHOTO PAPER, 4R 180gsm 100s	15	packs		
79	PHOTO PAPER, A4 Glossy White 135 GSM 100PCS/PACK	32	packs		
80	PHOTO PAPER, A4, 210mm x 297mm, 10 pcs/pack, white gloss	130	packs		
81	PHOTO PAPER, A4, 210mm x 297mm, 180gsm, 10 pcs/pack, white gloss	15	packs		
82	PUNCHER, Paper, Heavy Duty (Punching Capacity: 30 sheets, with 2-hole guide)	5	pieces		
83	PUSH PIN, 100s, Assorted Color	43	boxes		
84	RECORD BOOK, 300 pages	62	pieces		
85	RECORD BOOK, 500 pages	40	piece		
86	RING BINDER, 16mm, PVC PLASTIC, LEGAL 100pcs PER BOX	1	box		
87	RULER, 1 foot, transparent	2	piece		
88	RULER, plastic, 450mm	10	piece		
89	SCISSORS, Symmetrical/Asymmetrical	60	piece		
90	SIGN PEN, red, liquid or gel	5	piece		
91	STAND FILE BOX, Black, High Quality	35	piece		
92	STAPLE GUN TACKER, Heavy Duty	2	unit		
93	STAPLE REMOVER	12	piece		
94	STAPLE REMOVER, plier-type	15	piece		
95	STAPLE WIRE, Heavy Duty (binder type), 23/13	60	box		
96	STAPLER, heavy duty, binder type	1	unit		
97	STAPLER, No. 35 with Remover, Black, High Quality	17	piece		

Date \_\_\_\_\_ By \_\_\_\_\_  
Released (BAC) \_\_\_\_\_  
Returned (Supplier) \_\_\_\_\_

Printed Name/Signature

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Date



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## REQUEST FOR QUOTATION

PAGE 6 OF 6

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*(Signature)*  
**DR. ANDREW EUSEBIO S.TAN**  
 BAC Chairman

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ITEM NO.	ITEM & DESCRIPTION (Pls. indicate brand offered)	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
98	<b>STICKER PAPER</b> , A4, High gloss white, 10pcs/pack	40	pack		
99	<b>STICKER PAPER</b> , A4, Matte White ,10pcs/pack	48	pack		
100	<b>STICKER PAPER</b> , Long, Matte White ,10pcs/pack	25	pack		
101	<b>STICKY NOTES</b> , 30 Pads 0.5x1.8, Flags Tabs Page Markers, 6 Bright Color	10	packs		
102	<b>TAPE</b> , double sided, 1 inch, white	141	roll		
103	<b>TAPE</b> , duct tape, 48mm x 10 mm	10	roll		
104	<b>TAPE</b> , electric TAPE, electrical, black	10	roll		
105	<b>TAPE</b> , transparent, 24mm	139	roll		
106	<b>PUSH CART/Hand Truck</b> , wheel., 220 kgs capacity, 1 1/4" Double Handle,. 89" Mold on Ruber, Nose Plate: 10"x 16", 22" W x 18" D x 47" H, Heavy Duty	2	unit		
	<b>TOTAL</b>				
	<b>*****Nothing Follows*****</b>				
	<b>TOTAL ABC = Php 696,759.60</b>				
	<b>PROCUREMENT OF CONSOLIDATED COMMON-USE SUPPLIES AND EQUIPMENT OF THE UNIVERSITY- L. GUILARAN</b>				
	<b>PR#</b>	<b>24-866-1029</b>	<b>10-29-24</b>		
	<b>INCOME</b>	<b>458-164-24-11</b>	<b>11-04-24</b>		

Date \_\_\_\_\_ By \_\_\_\_\_  
 Released (BAC) \_\_\_\_\_  
 Returned (Supplier) \_\_\_\_\_

\_\_\_\_\_  
 Printed Name/Signature  
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