

Central Portal for Philippine Government Procurement Oppurtunities

### **Bid Notice Abstract**

### Request for Quotation (RFQ)

Reference Number

12004297

**Procuring Entity** 

CARLOS HILADO MEMORIAL STATE UNIVERSITY

Title

Procurement of Various Office Supplies for the Various Offices in Talisay and Alijis Campuses

**Area of Delivery** 

Negros Occidental

Solicitation Number:	RFQ 25-201	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 107,496.00	Document Request List	0
Delivery Period:	15 Day/s		
Client Agency:		Date Published	01/05/2025
Contact Person:	Rowena De la Vida Prado	2 5	
	Administrative Assistant II Mabini Street Talisay City Negros Occidental	Last Updated / Time	30/04/2025 16:45 PM
	Philippines 6115 63-34-7120005 Ext.142 63-939-9296624 bac.sec@chmsu.edu.ph	Closing Date / Time	08/05/2025 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: APRIL 28, 2025 Quotation No.: 25-201

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
- 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
- PRICE VALIDITY SHALL BE FOR A PERIOD OF \_\_\_\_\_ CALENDAR DAYS
- 5. G-EPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION

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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)
LOT 1 - INTERNAL AUDIT TALISAY CAMPUS
1 FRAME for certificate, A4 size 5 pcs
2 SPECIAL PAPER, A4, 200gsm, Ivory, 10's/pack 10 pack
3 SPECIAL PAPER, A4, 200gsm, Cream, 10's/pack 10 pack
4 STICKER PAPER, matte, A4 size 10 pack
5 WHITE BOARD, GTK/TIMCO, Aluminum frame with ABS 1 pc
corner, 90cm x 120cm
TOTAL
LOT 2- CAS-TALISAY CAMPUS
1 PHOTOPAPER, A4 size 10's 20 pack
2 STICKER PAPER, A4 size 10's 50 pack
3 SPECIAL PAPER, A4 size, 90 gsm, pale cream color, 10's 50 pack
4 SPECIAL PAPER, A4 size, 90 gsm, white color, 10's 100 pack
5 SPECIAL PAPER, A4 size, 75 gsm, metallic gold color, 10's 10 pack
6 SPECIAL PAPER, A4 size, 75 gsm, metallic silver color, 10's 10 pack
7 BOARD PAPER, A4 size, 80 gsm, light green color, 10's 20 pack
8 BOARD PAPER, A4 size, 80 gsm, light blue color, 10's 20 pack
9 BOARD PAPER, A4 size, 80 gsm, pink color, 10's 20 pack
10 PLASTIC JACKET, A4 size, navy blue color 30 pcs.
11 PLASTIC JACKET, A4 size, green color 30 pcs.
12 PLASTIC JACKET, A4 size, black color 30 pcs.
13 PLASTIC JACKET, A4 size, red color 30 pcs.
 14 TAPE, Double Sided, 1" x 3m size 50 roll
 15 PLASTIC COVER 10 roll
 16 GEL PEN, Black, 0.05 12/box 23 box
 TOTAL
 LOT 3- CCS DEANS OFFICE-ALIJIS CAMPUS
 17 INSECTICIDE, aerosol type 10 can
 18 PAPER FASTENER, long, plastic 8.5 inches 70 m (7 cm), 50 sets 10 sets
 19 ALCOHOL, Ethyl, 68%-72%, 500ml 20 bottle
 20 NOTE PAD, stick on, 50mm x 76 mm (2"x3") min 10 pad
 21 PAPER, MULTICOPY, A4, 80 gsm 60 ream
22 PAPER, MULTICOPY, Legal, 80 gsm 60 ream
 23 RECORD BOOK, 500 pages 2 book
 24 TAPE, masking, 24mm 5 roll
 25 TAPE, masking, 48mm 5 roll
 26 TAPE, transparent, 24mm 30 roll
27 TAPE, transparent, 48mm 5 roll
 28 BINDER CLIPS, 19mm, 1 dozen/box 15 box
 29 CORRECTION TAPE, 8m 30 piece
 30 TAPE, Double Sided, 1" 20 piece
 31 TAPE, Double Sided, 3/4" 15 piece
 32 PAPER CLIP, vinyl/plastic coated, 33mm 25 box
 33 CLEAR GLUE, with Sponge Tip, 50 CC 20 piece
 34 SIGN PEN, black 36 piece
 35 PUNCHER, paper, heavy duty 2 piece
 36 BALLPEN, Black, 12 pcs/box 4 box
 37 FASTENER, plastic, 50 sets/box, 7 cm 30 box
 38 RULER, plastic clear 5 piece
 39 FOLDER, Pressboard, expandable, legal size, 100 pc/box 5 box
 40 STAMP PAD, felt 5 piece
 41 PENCIL SHARPENER, desktop, single cutter head 3 piece
  42 AIR FRESHENER, Aerosol type 5 can
  43 BROOM, soft, Tambo 4 piece
  44 AIR FRESHENER, Scented gel, 180g, Lavender 25 piece
  45 TOILET BOWL URINAL CLEANER, Antibacterial, 700ml 30 bottle
  46 DISINFECTANT SPRAY, aerosol type 15 can
  47 DUST PAN, non-rigid plastic 3 piece
  48 RAGS, all cotton 1 bundle
  49 TOILET DEODORANT CAKE, 100g 27 piece
  50 MOP, Tornado mop and spin dry Bucket Set with 1 Microfiber 2 piece
  Mop Head, Brown Color
  51 DRY SEAL, 2 in 1 Machine Engraved 2 piece
  with detachable smart base
  TOTAL
  LOT 1 = Php 2,936.00
  LOT 2 = Php 30,760.00
  LOT 3 = Php 73,800.00
   ***************Nothing Follows***********
  TOTAL ABC = Php 107,496.00
  PROCUREMENT OF VARIOUS OFFICE SUPPLIES FOR INTERNAL AUDIT, COLLEGE OF ARTS AND SCIENCES FACULTY AT
  TALISAY CAMPUS AND CCS DEANS OFFICE USE AT ALIJIS CAMPUS /R. ALEGARBES (Director-IA), A. ALVARADO
  (Dean-CAS) & J.M. DORMIDO( CCS-Dean)
  PR# 25-361-0403 04-03-25 MDS 131-101-25-04 04-04-25- LOT 1 /R. ALEGARBES
  PR# 25-345-0402 04-02-25 MDS 130-101-25-04 04-03-25- LOT 2 /A. ALVARADO
  PR# 25-324-0327 03-27-25 MDS 135-101-25-04 04-10-25- LOT 3/ J.M. DORMIDO
  Line Items
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### printableBidNoticeAbstract

	Item No.	Product/Service Name	Description	Quantity	MOU	Budget (PHP)
	1 ,	LOT 1	Office Supplies - Internal Audit, Talisay Campus	1	Lot	2,936.00
r	2	LOT 2	Office Supplies - CAS, Talisay Campus	1	Lot	30,760.00
	3	LOT 3	Office Supplies - CCS Deans Office, Alijis Campus	1	Lot	73,800.00

Created by

Rowena De la Vida Prado

**Date Created** 

30/04/2025

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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# 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: APRIL 28, 2025 Quotation No.: 25-201

Date

	×			Quotation No 2	J-20 I		
	<del></del>						
Di		-115					
	ase quote your lowest price on the item/s listed below, stating the sho						
your qu	otation duly signed by your representative not later than in the r	eturn env	elope attache	ed herewith.			
			6- 2		7.741		
		DR. ANDREW EUSEBIO S.TAN					
				BAC Chairman			
HOTE							
NOTE:	4 ALL PATRICE AND THE THEFT HE						
	1. ALL ENTRIES MUST BE TYPEWRITTEN						
	2. DELIVERY PERIOD WITHIN 15 CALENDAR DAYS	NIE (1) VE	D FOR				
	3. WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, C	JNE (I) TEA	K FOK				
	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 QU	OTATION					
	6. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRO		NG OFFERED				
ITEM	ITEM & DESCRIPTION						
NO.		QTY.	UNIT	UNIT PRICE	TOTAL PRICE		
140.	(Pls. indicate brand offered)  LOT 1 - INTERNAL AUDIT TALISAY CAMPUS						
1	FRAME for certificate, A4 size	5	pcs				
2	SPECIAL PAPER, A4, 200gsm, Ivory, 10's/pack	10	pack				
3	SPECIAL PAPER, A4, 200gsm, Cream, 10's/pack	10	pack				
4	STICKER PAPER, matte, A4 size	10	pack				
5	WHITE BOARD, GTK/TIMCO, Aluminum frame with ABS	1	pc				
	corner, 90cm x 120cm	-	рс				
	TOTAL						
	LOT 2- CAS-TALISAY CAMPUS						
1	PHOTOPAPER, A4 size 10's	20	pack				
2	STICKER PAPER, A4 size 10's	50	pack				
3	SPECIAL PAPER, A4 size, 90 gsm, pale cream color, 10's	50	pack				
4	SPECIAL PAPER, A4 size, 90 gsm, white color, 10's	100	pack				
5	SPECIAL PAPER, A4 size, 75 gsm, metallic gold color, 10's	10	pack				
6	SPECIAL PAPER, A4 size, 75 gsm, metallic silver color, 10's	10	pack				
7	BOARD PAPER, A4 size, 80 gsm, light green color, 10's	20	pack				
8	BOARD PAPER, A4 size, 80 gsm, light blue color, 10's	20	pack				
9	BOARD PAPER, A4 size, 80 gsm, pink color, 10's	20	pack				
10	PLASTIC JACKET, A4 size, navy blue color	30	pcs.				
11	PLASTIC JACKET, A4 size, green color	30	pcs.				
12	PLASTIC JACKET, A4 size, black color	30	pcs.				
13	PLASTIC JACKET, A4 size, red color	30	pcs.				
14	TAPE, Double Sided, 1" x 3m size	50	roll				
15	PLASTIC COVER	10	roll				
16	GEL PEN, Black, 0.05 12/box	23	box				
	TOTAL				·		
	Date By		Prir	nted Name/Sign	ature		
Release	ed (BAC)				1		
Return	ed (Supplier)		Te	I. No./Cellphone	No.		



Returned (Supplier)

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, 4-			DR. ANDREW EUSEBIO S.TAN BAC Chairman			
NOTE:						
	1. ALL ENTRIES MUST BE TYPEWRITTEN					
	2. DELIVERY PERIOD WITHIN30 CALENDAR DAYS					
	3. WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS,	ONE (1) YEA	R 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 QU		NC OFFERE			
	6. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PR	ODOCI BEI	NG OFFERED			
ITEM	ITEM & DESCRIPTION					
NO.	(Pls. indicate brand offered)	QTY.	UNIT	UNIT PRICE	TOTAL PRICE	
1101	LOT 3- CCS DEANS OFFICE-ALIJIS CAMPUS					
17	INSECTICIDE, aerosol type	10	can			
18	PAPER FASTENER, long, plastic 8.5 inches 70 m (7 cm), 50 sets	10	sets			
19	<b>ALCOHOL,</b> Ethyl, 68%-72%, 500ml	20	bottle			
20	NOTE PAD, stick on, 50mm x 76 mm (2"x3") min	10	pad			
21	PAPER, MULTICOPY, A4, 80 gsm	60	ream			
22	PAPER, MULTICOPY, Legal, 80 gsm	60	ream		1	
23	RECORD BOOK, 500 pages	2	book			
24	TAPE, masking, 24mm	5	roll	-		
25	TAPE, masking, 48mm	5	roll			
1 100000000	TAPE, transparent, 24mm	30	roll			
26						
27	TAPE, transparent, 48mm	5	roll			
27 28	TAPE, transparent, 48mm BINDER CLIPS, 19mm, 1 dozen/box	5 15	roll box			
27 28 29	TAPE, transparent, 48mm  BINDER CLIPS, 19mm, 1 dozen/box  CORRECTION TAPE, 8m	5 15 30	roll box piece			
27 28 29 30	TAPE, transparent, 48mm  BINDER CLIPS, 19mm, 1 dozen/box  CORRECTION TAPE, 8m  TAPE, Double Sided, 1"	5 15 30 20	roll box piece piece			
27 28 29 30 31	TAPE, transparent, 48mm  BINDER CLIPS, 19mm, 1 dozen/box  CORRECTION TAPE, 8m  TAPE, Double Sided, 1"  TAPE, Double Sided, 3/4"	5 15 30 20 15	roll box piece piece piece			
27 28 29 30 31 32	TAPE, transparent, 48mm  BINDER CLIPS, 19mm, 1 dozen/box  CORRECTION TAPE, 8m  TAPE, Double Sided, 1"  TAPE, Double Sided, 3/4"  PAPER CLIP, vinyl/plastic coated, 33mm	5 15 30 20 15 25	roll box piece piece piece box			
27 28 29 30 31 32 33	TAPE, transparent, 48mm  BINDER CLIPS, 19mm, 1 dozen/box  CORRECTION TAPE, 8m  TAPE, Double Sided, 1"  TAPE, Double Sided, 3/4"  PAPER CLIP, vinyl/plastic coated, 33mm  CLEAR GLUE, with Sponge Tip, 50 CC	5 15 30 20 15 25 20	roll box piece piece piece box piece			
27 28 29 30 31 32	TAPE, transparent, 48mm  BINDER CLIPS, 19mm, 1 dozen/box  CORRECTION TAPE, 8m  TAPE, Double Sided, 1"  TAPE, Double Sided, 3/4"  PAPER CLIP, vinyl/plastic coated, 33mm	5 15 30 20 15 25	roll box piece piece piece box piece piece			
27 28 29 30 31 32 33 34	TAPE, transparent, 48mm  BINDER CLIPS, 19mm, 1 dozen/box  CORRECTION TAPE, 8m  TAPE, Double Sided, 1"  TAPE, Double Sided, 3/4"  PAPER CLIP, vinyl/plastic coated, 33mm  CLEAR GLUE, with Sponge Tip, 50 CC  SIGN PEN, black	5 15 30 20 15 25 20 36	roll box piece piece piece box piece			
27 28 29 30 31 32 33 34 35	TAPE, transparent, 48mm  BINDER CLIPS, 19mm, 1 dozen/box  CORRECTION TAPE, 8m  TAPE, Double Sided, 1"  TAPE, Double Sided, 3/4"  PAPER CLIP, vinyl/plastic coated, 33mm  CLEAR GLUE, with Sponge Tip, 50 CC  SIGN PEN, black  PUNCHER, paper, heavy duty	5 15 30 20 15 25 20 36 2	roll box piece piece box piece piece piece			
27 28 29 30 31 32 33 34 35 36	TAPE, transparent, 48mm  BINDER CLIPS, 19mm, 1 dozen/box  CORRECTION TAPE, 8m  TAPE, Double Sided, 1"  TAPE, Double Sided, 3/4"  PAPER CLIP, vinyl/plastic coated, 33mm  CLEAR GLUE, with Sponge Tip, 50 CC  SIGN PEN, black  PUNCHER, paper, heavy duty  BALLPEN, Black, 12 pcs/box	5 15 30 20 15 25 20 36 2	roll box piece piece box piece piece piece piece piece piece box			



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PAGE 3 OF 3

Date: APRIL 28, 2025 Quotation No.: 25-201

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						w, stating the sho					
						DR. ANDREW EUSEBIO S.TAN					
								DR. AN	BAC Chairman	S.IAN	
									DAG GHairman		
TE:											
	1.	ALL ENTRIES MUST	BE TYPEWRITTE	N							
		ELIVERY PERIOD W			R DAYS						
						PPLIES & MATERIALS, C	ONE (1) YEA	R FOR			
					BY THE PROCURING		202				
					CALENDAR I						
			N CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION								
	6. 1	BIDDERS SHALL SUE	BMIT ORIGINAL	BROCH	URES SHOWING CERT	TIFICATIONS OF THE PRO	ODUCT BEI	NG OFFERED			
ГЕМ			ITEM &	DESC	RIPTION		OTV	LIMIT	LINUT DDICE	TOTAL PRICE	
NO.			(Pls. indic	ate br	and offered)		QTY.	UNIT	UNIT PRICE	TOTAL PRICE	
40	STA	MP PAD, felt					5	piece			
41	PEN	CIL SHARPE	NER, deskt	op, si	ngle cutter head	d	3	piece			
42	AIR	FRESHENER	, Aerosol ty	ре		2	5	can			
43	BRO	OM, soft, Tar	nbo				4	piece			
44	AIR	FRESHENER	, Scented g	el, 18	0g, Lavender		25	piece			
45	TOI	LET BOWL U	RINAL CLE	ANE	R, Antibacterial,	, 700ml	30	bottle			
46	DIS	INFECTANT	SPRAY, ae	rosol t	уре	6	15	can			
47	-	T PAN, non-r	igid plastic				3	piece			
48	_	S, all cotton					1	bundle			
49	_	LET DEODOR					27	piece			
50	_			dry B	ucket Set with 1	L Microfiber	2	piece			
	-	Head, Brown									
51	-	SEAL, 2 in 1		ngrave	ed		2	piece			
	with	detachable sr	nart base							<u> </u>	
	_					TOTAL					
	-	L = Php 2,936.0									
	-	2 = Php 30,760.									
		3 = Php 73,800.									
	**************************************										
	101	AL ABC = Ph	ip 107,496	0.00							
	PROCUREMENT OF VARIOUS OFFICE SUPPLIES FOR INTERNAL AUDIT, COLLEGE OF ARTS AND SCIENCES FACULTY AT TALISAY CAMPUS AND CCS DEANS OFFICE USE AT ALIJIS CAMPUS /R. ALEGARBES (Directol IA), A. ALVARADO (Dean-CAS) & J.M. DORMIDO (CCS-Dean)					LISAY CAMPUS GARBES (Director-					
	PR#	25-361-0403	04-03-25	MDS	131-101-25-04	04-04-25- LOT 1	/R. ALEG	ARBES			
	PR#	25-345-0402			130-101-25-04	<del></del>					
	PR#	25-324-0327	03-27-25	MDS	135-101-25-04	04-10-25- LOT 3/					
									nted Name/Sign		