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Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 13237647
Procuring Entity CARLOS HILADO MEMORIAL STATE UNIVERSITY
Title Procurement of Various Office Supplies for the support of the Localization Project- Talisay Campus
Area of Delivery Negros Occidental

Solicitation Number:	RFQ 26-450	Status	Pending
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 34)	Bid Supplements	0
Classification:	Goods	Document Request List	0
Category:	Office Supplies and Devices	Date Published	11/09/2026
Approved Budget for the Contract:	PHP 299,722.80	Last Updated / Time	10/09/2026 16:43 PM
Delivery Period:	20 Day/s	Closing Date / Time	18/09/2026 17:00 PM
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		

Description

Republic of the Philippines
CARLOS HILADO MEMORIAL STATE UNIVERSITY
Talisay City, Negros Occidental
Cell Phone #: 09205833046
bac.sec@chmsu.edu.ph

REQUEST FOR QUOTATION
Page 1 of 3
Date: SEPTEMBER 07 , 2026
Quotation No. 26-450

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. MA RIZA T. MANALO
BAC Chairman

NOTE:

1. ALL ENTRIES MAY BE TYPEWRITTEN OR LEGIBLY HANDWRITTEN
2. DELIVERY PERIOD WITHIN 20 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	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
ONE (1) LOT- OFFICE SUPPLIES AND MATERIALS					
1	PAPER, bond, 70gsm, Size: A4, Good quality	30	box		
2	PAPER, bond, 70gsm, Size: 8.5x13, Good quality	30	box		
3	PAPER, bond, 70gsm, Size: Short, Good quality	50	ream		
4	ALCOHOL	5	gallon		
5	ARCHFILE, Eco, Legal 3" black	20	pc		
6	PEN, Ballpoint 0.5, Black	50	box		
7	PEN, Ballpoint 0.5, Red	20	box		
8	PEN, Ballpoint 0.5, Blue	50	box		
9	BINDER CLIP: 1" 32mm, steel coated, black	30	box		
10	BINDER CLIP: 41mm, steel coated, black	30	box		
11	BINDER CLIP: 2" 51mm, steel coated, black	30	box		
12	BINDER CLIP: 19mm, steel coated, black	30	box		
13	EXPANDED ENVELOPES, Long, Brown, with Garter, 100 pcs/box	2	box		
14	DOCUMENT ENVELOPES, expanding, Legal size, durable plastic	20	pc		
15	CLEAR BOOK (Transparent cover) A4 size	30	pc		
16	CLEAR BOOK (Transparent cover) legal size	30	pc		
17	CLIPBOARDS, Legal size, with metal clip	20	pc		
18	SCISSORS, stainless steel, 8-9-inch, office use	10	pc		
19	STAPLES, No. 35, heavy-duty	20	box		
20	STAPLE REMOVER, plier type	10	pc		
21	CORRECTION TAPE: (5MM 8 cm)	50	pc		
22	DATA FILE BOX, Legal, Black	50	pc		
23	STAPLER, No. 35 with Remover, Black, High-Quality	10	pc		
24	COMB BINDING MACHINE, 465x330x220mm, 24 Punching Holes	2	unit		
25	RECORD BOOK, 300 PAGES	5	book		
26	PHOTO PAPER, A4 Glossy White 135 GSM 100PCS/PACK	2	pack		
27	PUNCHER, paper, heavy duty	5	pc		
28	FILE MANAGER, Desktop office file holder multi-function file	5	pc		
29	FILE ORGANIZER, 3-layer Metal Desk for filing	5	pc		
30	FOLDERS, Expanding, Green, 100 pieces per box	2	box		
31	GLUE, White, Liquid, 120ml	5	jar		
32	HIGHLIGHTER, Pastel Colored, 6pcs/set	5	set		
33	Marker Pen, [partially obscured], whiteboard, Black	10	pc		
34	Marker Pen, [partially obscured], permanent, Black	10	pc		
35	MARKER, Permanent, Red, refillable	10	pc		
36	MARKER, Permanent, Blue, refillable	10	pc		
37	MARKER, Whiteboard, Blue, refillable	10	pc		
38	MARKER, Whiteboard, Red, refillable	10	pc		
39	NOTE PAD, stick on, 50mm x 76mm (2"x3") min	10	pad		
40	NOTE PAD, stick on 76mm x 100mm	100	sheets per pad		
41	PAPER CLIP, vinyl/plastic coated, 33mm	10	box		
42	PAPER CLIP, vinyl/plastic coated, jumbo, 50mm	10	box		
43	PAPER TABS, (WITH SIGN HERE)	5	box		
44	PENCILS	5	box		
45	TAPE DISPENSER, tabletop	5	pcs		
46	TAPE, transparent, 24mm	10	roll		
47	TAPE, transparent, 48 mm	10	roll		
48	TAPE, double-sided, 1"	10	roll		
49	TAPE, double-sided, 3/4"	10	roll		
50	TAPE, packaging, 48 mm	5	roll		
51	PRINTER INK, EPSON 003 (BLACK) 65ml	20	bottle		
52	PRINTER INK, EPSON 003 (CYAN) 65ml	20	bottle		
53	PRINTER INK, EPSON 003 (MAGENTA) 65ml	20	bottle		
54	PRINTER INK, EPSON 003 (YELLOW) 65ml	20	bottle		
55	PRINTER INK, Epson 001, 70ml, Black	20	bottle		
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59	LAMINATING FILM (A4size, 100pcs/pack)	5	box		
60	BINDER STRIPS, Plastic, Legal Size, 21-Hole, bundle	5	box		
61	BINDER STRIPS, Plastic, A4 Size, 21-Hole, 10 pcs/bundle	5	box		
62	WHITEBOARD, 4 ft x 6 ft (120 x 180 cm), magnetic, aluminum	2	pc		
frame with ABS corners, with adjustable mobile stand, caster wheels with locking mechanism					
63	CORK BOARD, 60 cm x 90 cm, natural cork surface, framed,	2	pc		
wall-mountable, with aluminum/wood frame.					
65	STORAGE BOX, 30L, transparent plastic, with fitted lid,	3	pc		
stackable, heavy-duty.					

TOTAL

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

TOTAL ABC = Php299,722.80

PROCUREMENT OF VARIOUS OFFICE SUPPLIES FOR THE SUPPORT OF THE LOCALIZATION PROJECT - TALISAY CAMPUS - M.R. MANALO (VPREI)

PR# 26-830-0813 08-17-26
MDS 321-101-26-08 08-18-26

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	ONE (1) LOT	Office Supplies and Materials	1	Lot	299,722.80

Created by Rowena De la Vida Prado

Date Created 10/09/2026

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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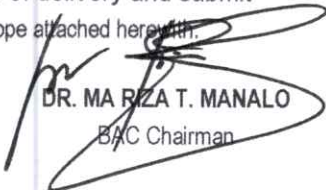


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DR. MA RIZA T. MANALO
BAC Chairman

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Date

By

Released (BAC)

Returned (Supplier)

Printed Name/Signature

Tel. No./Cellphone No.

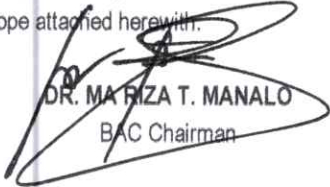
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Date _____ By _____

Released (BAC) _____

Returned (Supplier) _____

Printed Name/Signature

Tel. No./Cellphone No.

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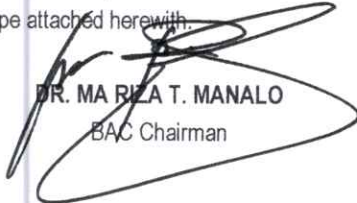
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