



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 8486004  
**Procuring Entity** NATIONAL WAGES AND PRODUCTIVITY COMMISSION  
**Title** Procurement of Various Lots of Regular Office Supplies  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b> SVP-2022-03-012	<b>Status</b>	<b>Active</b>
<b>Trade Agreement:</b> Implementing Rules and Regulations		
<b>Procurement Mode:</b> Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Associated Components</b>	2
<b>Classification:</b> Goods		
<b>Category:</b> Office Equipment Supplies and Consumables	<b>Bid Supplements</b>	0
<b>Approved Budget for the Contract:</b> PHP 66,672.14		
<b>Delivery Period:</b>	<b>Document Request List</b>	3
<b>Client Agency:</b>		
	<b>Date Published</b>	09/03/2022
<b>Contact Person:</b> Nelson Lerios Chief - Administrative Division 2/F DY International Bldg., San Marcelino St. cor. Gen. Malvar Sts., Malate Manila Metro Manila Philippines 1004 63-2-85275171 63-2-5275522 bac@produktiboatsahod.onmicrosoft.com	<b>Last Updated / Time</b>	09/03/2022 00:00 AM
	<b>Closing Date / Time</b>	18/03/2022 12:00 PM

#### Description

Total Approved Budget: PHP 66,826.14

Procurement of items are by lots

> LOT 1 (PHP 48,130.73)

1. Thirty-one (31) pads NOTE PAD, stick on, 3" x 3" - Php 1,612.00
2. Ten (10) pieces NOTEBOOK, stenographer - Php 120.40
3. Ten (10) books RECORD BOOK, 300 PAGES, size: 214mm x 278mm min - Php 624.00
4. Ten (10) books RECORD BOOK, 500 PAGES, size: 214mm x 278mm min - Php 1,144.00

5. Fifty-four (54) packs BATTERY, dry Cell, size AAA - Php 990.36
6. Twenty-five (25) rolls TAPE, masking, 24mm - Php 1,547.00
7. Thirteen (13) rolls TAPE, MASKING, 48mm - Php 1,575.08
8. Twenty-seven (27) rolls TAPE, packaging, 48mm - Php 603.72
9. Fifty-three (53) rolls TAPE, transparent, 24mm - Php 592.54
10. One (1) piece mouse, wireless, usb - Php 154.00
11. Twenty-eight (28) boxes CLIP, backfold, 25mm - Php 413.00
12. Twenty-eight (28) boxes CLIP, backfold, 32 mm - Php 715.68
13. Twenty-eight (28) boxes CLIP, backfold, 50mm - Php 1,569.12
14. Thirteen (13) sets MARKER, fluorescent - Php 476.58
15. Thirteen (13) pieces MARKER, whiteboard, black - Php 125.45
16. Thirteen (13) pieces MARKER, whiteboard, blue - Php 125.45
17. Thirteen (13) pieces MARKER, whiteboard, red - Php 125.45
18. Thirteen (13) pieces MARKER, permanent, blue, bullet type - Php 97.11
19. Thirteen (13) pieces MARKER, permanent, red, bullet type - Php 97.11
20. Fifty-two (52) sets PAPER CLIP, vinyl/plastic coated, 33mm - Php 458.64
21. One (1) piece BLADE, for general purpose cutter / utility knife - Php 14.82
22. Two (2) pieces DATING AND STAMPING MACHINE - Php 907.92
23. Eight (8) pieces STAPLER, standard type - Php 1,123.20
24. Four (4) units STAPLER, heavy duty, binder type - Php 3,656.88
25. Twenty-five (25) pads NOTE PAD, stick on, 50mm x 76mm (2" x 3") min - Php 1,482.00
26. Twenty-five (25) pads NOTE PAD, stick on, 76mm x 100mm (3" x 4") min - Php 1,352.00
27. Ten (10) jars GLUE, all purpose - Php 715.00
28. Fifteen (15) boxes STAPLE WIRE, heavy duty, binder type, 23/13 - Php 476.40
29. Twenty-two (22) boxes STAPLE WIRE, standard - Php 603.02
30. Twenty-five (25) pieces DATA FILE BOX - Php 6,930.00
31. Sixty-four (64) pieces DATA FOLDER - Php 6,312.96
32. One (1) box ENVELOPE, documentary, A4 - Php 2,073.09
33. Fifty-six (56) sets FILE TAB DIVIDER, bristol board, for A4 - Php 903.28
34. Forty-three (43) sets FILE TAB DIVIDER, bristol board, legal - Php 826.89
35. Thirteen (13) boxes INDEX TAB, self-adhesive, transparent - Php 996.84
36. Fifty-three (53) boxes PAPER CLIP, vinyl/plastic coated, 50mm - Php 730.34
37. Fifteen (15) boxes PENCIL, lead, with eraser - Php 1,211.85
38. One (1) box RUBBER BAND, No. 18 - Php 120.05
39. Four (4) pieces STAPLE REMOVER, plier type - Php 319.60
40. One Hundred-Three (103) pieces SIGN PEN, black - Php 2,080.60
41. Eighty-seven (87) pieces SIGN PEN, blue - Php 1,762.62

42. Eighteen (18) pieces SIGN PEN, red - Php 364.68

> LOT 2 (PHP 4,800.94)

1. Seven (7) packs TOILET TISSUE PAPER, 2-ply, 100% recycled - Php 604.24
2. Thirty (30) cans DISINFECTANT SPRAY, aerosol type - Php 4,196.70

> LOT 3 (PHP 13,894.47)

1. Three (3) carts Ink Cartridge, HP L0S51AA (HP955) Cyan - Php 2,987.25
2. Three (3) carts Ink Cartridge, HP L0S54AA (HP955) Magenta - Php 2,987.25
3. Three (3) carts Ink Cartridge, HP L0S57AA (HP955) Yellow - Php 2,987.25
4. Three (3) carts Ink Cartridge, HP L0S72AA (HP955XL) Black - Php 4,932.72

> Submit/attach complete valid procurement documents (preferably in Portable Document Format/PDF) as required by 2016 Revised Implementing Rules and Regulations of RA 9184 and other GPPB issuances:

1. Mayor's Permit and PhilGEPS Certification number upon submission of quotation
2. Omnibus Sworn Statement to be submitted before issuance of Notice of Award

> Non submission of said documents would mean disqualification

NOTE: FULL PAYMENT SHALL BE THRU BANK TRANSACTION. PREFERABLY WITH LANDBANK ACCOUNT, OTHERWISE BANK CHARGE SHALL BE FOR THE ACCOUNT OF THE WINNING BIDDER

**Created by** Nelson Lerios

**Date Created** 02/03/2022

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