



# PhilGEPS

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## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 6531184  
**Procuring Entity** CARLOS HILADO MEMORIAL STATE COLLEGE  
**Title** Procurement of Binding Machine and Various Office Supplies for Quality Assurance and Accreditation Office - Talisay Campus  
**Area of Delivery** Negros Occidental

<b>Solicitation Number:</b> RFQ 19-286 <b>Trade Agreement:</b> Implementing Rules and Regulations <b>Procurement Mode:</b> Shopping - Ordinary/Regular Office Supplies & Equipment (Sec. 52.1.b) <b>Classification:</b> Goods <b>Category:</b> Office Supplies and Devices <b>Approved Budget for the Contract:</b> PHP 110,658.95 <b>Delivery Period:</b> 15 Day/s <b>Client Agency:</b>  <b>Contact Person:</b> Rowena De la Vida Prado Administrative Assistant II Mabini Street Talisay City Negros Occidental Philippines 6115 63-34-7124804 63-34-7128404 bac.sec@chmsc.edu.ph	<b>Status</b>	<b>Pending</b>
	<b>Associated Components</b>	1
	<b>Bid Supplements</b>	0
	<b>Document Request List</b>	0
	<b>Date Published</b>	09/10/2019
	<b>Last Updated / Time</b>	08/10/2019 09:48 AM
	<b>Closing Date / Time</b>	16/10/2019 10:00 AM

**Description**

Standard Form Number: SF-GOOD-60  
 Revised on May 24, 2004

Republic of the Philippines  
 CARLOS HILADO MEMORIAL STATE COLLEGE  
 Talisay City, Negros Occidental  
 Telefax (034) 712-8404 / 712-0420 local 142  
 bac.sec@chmsc.edu.ph

REQUEST FOR QUOTATION

Date: October 7, 2019  
 Quotation No. 19-286

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 envelope attached herewith.

ROSALINDA S. TUVILLA

BAC Chairman

## NOTE :

1. ALL ENTRIES MUST BE TYPEWRITTEN
2. DELIVERY PERIOD WITHIN \_\_\_\_\_ 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 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

Lot 1: OFFICE EQUIPMENT- TALISAY CAMPUS/ R. ALEGARBES (19-349-0917)

## 1 BINDING AND PUNCHING MACHINE

two(2) hand lever system, 34cm or 13" (24 holes) punching, width adjustable to any format, binds 425 sheets, or up to 2" thick, all metal construction 1 unit

Total Bid for Lot 1

Lot 2: OFFICE SUPPLIES- TALISAY CAMPUS/ R. ALEGARBES (19-351-0917-B)

1 AIR FRESHENER (280ml/can) 3 can

2 ALCOHOL (70%, ethyl, 500ml) 5 bottle

3 ARCH FILE FOLDER (long, black) 75 piece

4 BALLPEN (Ballpoint - 0.5, Metal point, S-fine, black) 100 piece

5 DATA FILE BOX (made with chipboard, with closed ends) 20 piece

6 FASTENER (plastic-coated - for paper, multi-colored, approx. 7-8cm, 50 sets/box) 5 box

7 FOLDER (Tagboard - Legal size, 100 pieces per pack) 2 pack

8 GLUE (Multi-purpose glue) 4 gallon

9 INDEX TAB (self-adhesive, 5 set/box, transparent/clear color) 100 box

10 NOTE PAD (stick-on, (3"x4")), 100 sheets per pad) 50 pad

11 PAPER (Multicopy - 80 gsm, size: 8 1/2" x 11") 15 ream

12 PAPER (Multicopy - 80 gsm, size: 8 1/2" x 13") 30 ream

13 PAPER (Specialty - board type, 8 1/2" x 11", short size, 10 sheets, 200gsm, pale cream) 30 ream

14 PAPER (Specialty - board type, 8 1/2" x 11", short size, 10 sheets, 200gsm, white) 40 pack

15 PAPER (Specialty - board type, 8 1/2" x 13", long size, 10 sheets, 200gsm, pale cream) 75 pack

16 PAPER (Specialty - board type, 8 1/2" x 13", long size, 10 sheets, 200gsm, white) 75 pack

17 PAPER CLIP (Gem type - 48mm, 100 pieces per box lead, w/eraser, one (1) dozen per box) 10 box

18 PVC COVER (PVC cover for book binding, Transparent, Long size) 300 piece

19 RECORD BOOK (500 pages, size: 214mm x 278mm min) 5 book

20 SCISSORS (6" steel, with black rubber handle) 2 pair

21 SHARPENER (Table Clamped - Single cutterhead) 1 piece

22 SHARPENER (ordinary) 20 piece

23 SIGN PEN (black) 20 piece

24 SIGN PEN (red) 20 piece

25 STAPLER (#35, Heavy duty, standard, with staple wire remover) 3 piece

26 TAPE (transparent - 24mm, 50 meters length) 10 roll

27 TAPE (masking - 48mm, 50 meters length) 10 roll

28 CORRECTION TAPE (6 meters(min), 1 piece in individual plastic) 5 piece

29 RING BINDER (3/4" x 44", plastic 80 rings, black ) 5 piece

30 RING BINDER (1/2" x 44", plastic 80 rings, black ) 3 piece

31 RING BINDER (2" x 44", plastic 80 rings, black ) 5 piece

32 RING BINDER (1" x 44", plastic 80 rings, black ) 5 piece

33 RING BINDER (1/4" x 44", plastic 80 rings, black ) 2 piece

Total Bid for Lot 2

LOT1= 22,200.00

LOT2= 88,458.95

TOTAL ABC= 110,658.95

PROCUREMENT OF OFFICE EQUIPMENT AND SUPPLIES FOR QUALITY ASSURANCE AND ACCREDITATION

FUNCTIONS- TALISAY CAMPUS/ R. ALEGARBES

PR# 19-349-0917 09-17-19

INCOME 161-164-19-09 09-12-19

PR# 19-351-0917 09-17-19

INCOME 162-164-19-09 09-12-19

Created by

Rowena De la Vida Prado

Date Created

08/10/2019

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### Request for Quotation (RFQ)

**Subject Reference No.:** 6531184  
**Posting Date:** 15/12/2019 10:00 AM  
**Title:** Procurement of Printing Machine and Various Consumables for Quality Assurance and Accreditation Office - Tagaytay Office  
**Kind of Bid/Quote:** Single Quotation

Item Description	Quantity	Unit	Estimated Price / Total	Posting Date / Time
1. <b>Printer</b> Epson Stylus C8700 Color Inkjet Printer Resolution: 7200 x 14400 dpi Max. Print Speed: 30 ipm Max. Print Volume: 100,000 pages Max. Print Size: A3	1	Unit	100,000.00	15/12/2019 10:00 AM
2. <b>Consumables</b> Epson 78 Ink Cartridges (Cyan, Magenta, Yellow) Epson 78 Ink Cartridge (Black)	10	Cartridges	100,000.00	15/12/2019 10:00 AM

**Description:**  
 Bidding/Quote Number: 6531184-01  
 Valid until: May 24, 2024  
 Issued by: Department of Education - Bureau of Educational Assistance and Quality Improvement  
 Address: 10000 Bonifacio Blvd, Tagaytay City, Cavite  
 Contact Person: Mr. [Name]  
 Phone: 02-771-1940  
 Email: [Email]  
**REQUEST FOR QUOTATION**  
 Issued: December 15, 2019  
 Quotation Due: December 29, 2019

Please read the terms and conditions of the Request for Quotation, starting from the attached form of delivery and submit your quotation duly marked by your representative not later than the deadline specified herein.