



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 10564618  
**Procuring Entity** CITY OF BATAC, ILOCOS NORTE  
**Title** PURCHASE OF OFFICE SUPPLIES FOR THE CONDUCT OF FEEDING PROGRAM AND GIFT GIVING ACTIVITY  
**Area of Delivery** Ilocos Norte

<b>Solicitation Number:</b>	2024-RFQ-02-16-02	<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>	1
<b>Classification:</b>	Goods	<b>Bid Supplements</b>	0
<b>Category:</b>	Office Equipment Supplies and Consumables		
<b>Approved Budget for the Contract:</b>	PHP 73,572.50	<b>Document Request List</b>	0
<b>Delivery Period:</b>	10 Day/s		
<b>Client Agency:</b>		<b>Date Published</b>	16/02/2024
<b>Contact Person:</b>	MARLON F SORIA BAC CHAIRMAN Brgy. # 1-S Valdez Batac Ilocos Norte Philippines 2906 63-77-6706433  bacbataccity@gmail.com	<b>Last Updated / Time</b>	16/02/2024 00:00 AM
		<b>Closing Date / Time</b>	21/02/2024 11:00 AM

#### Description

Please see attached associated components and or visit [procurement.batac.gov.ph](http://procurement.batac.gov.ph)

**Created by** Venus Cocson Flojo  
**Date Created** 15/02/2024

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Date: **February 16, 2024**

Quotation No.: **2024-RFQ-02-16-02**

## REQUEST FOR QUOTATION

	<b>Sir/Madam:</b> Please quote your lowest and responsive price on the procurement below, subject to the General Conditions stating the shortest time of delivery and submit your quotation duly signed by your representative not later than <b>February 21, 2024, 11:00 AM</b> at <u>General Service Office</u> in the return envelope attached herewith.
<b>Supplier</b>	
<b>Address</b>	
<b>Contact No.</b>	
<b>Name and Signature of Authorized Representative</b>	P.R. No. : <u>100-2024-02-039</u> Date: <u>February 15, 2024</u>
<b>Date</b>	

**MARLON F. SORIA**  
BAC Chairman

ITEM NO.	UNIT OF ISSUE	DESCRIPTION	QUANTITY	UNIT PRICE
1	packs	COLORED PAPER SHORT	79	
2	pc	COLORING BOOK	79	
3	box	CRAYON BIG	79	
4	pc	ERASER BIG	79	
5	pc	EXPANDED ENVELOPE, LONG PLASTIC WITH RUBBER STRAP	79	
6	bot	GLUE SMALL 40 GM BOT	79	
7	pc	FOOT RULER PLASTIC PC	79	
8	box	PENCIL # 2 BOX	79	
9	pc	PENCIL CASE PC	79	
10	pc	PENCIL SHARPENER ORDINARY SMALL	79	
11	pair	SCISSOR SMALL PAIR	79	
12	pad	PAD PAPER, GRADE 1 PAD	79	
13	reamS	PAPER COPY, MEDIUM, SUBS 20	1	
x-x-x-x-x NOTHING FOLLOWS x-x-x-x-x				

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.

- NOTES:**
- ALL ENTRIES MUST BE TYPEWRITTEN OR WRITTEN LEGIBLY.
  - THE DELIVERY IS WITHIN **10 CALENDAR DAYS.**
  - WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES AND MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM THE DATE OF ACCEPTANCE BY THE PROCURING ENTITY
  - PRICE VALIDITY SHALL BE FOR A PERIOD OF **60 CALENDAR DAYS**
  - PROOF OF PHILGEPS REGISTRATION, MAYOR'S PERMIT AND INCOME/BUSINESS TAX RETURN AND OMNIBUS SWORN STATEMENT SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION
  - BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED
  - APPROVED BUDGET FOR THE CONTRACT: **Php 73,572.50**
  - PROJECT: **PURCHASE OF OFFICE SUPPLIES FOR THE CONDUCT OF FEEDING PROGRAM AND GIFT GIVING ACTIVITY.**

Canvassed by:

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**Representative-General Services Office**