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Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 11922197
Procuring Entity DEPARTMENT OF EDUCATION - DIVISION OF CITY SCHOOLS, VALENZUE
Title Procurement of Common-Use Office Supplies for 1st Quarter for SDO Valenzuela City
Area of Delivery Metro Manila

Solicitation Number:	SDO-VAL-SHOPPING-2025-03-0023	Status	Active
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Shopping - Ordinary/Regular Office Supplies & Equipment (Sec. 52.1.b)	Bid Supplements	0
Classification:	Goods	Document Request List	3
Category:	Office Equipment Supplies and Consumables	Date Published	27/03/2025
Approved Budget for the Contract:	PHP 160,800.00	Last Updated / Time	27/03/2025 00:00 AM
Delivery Period:	15 Day/s	Closing Date / Time	03/04/2025 17:00 PM
Client Agency:			
Contact Person:	Normalyn M. Florin Secretariat Pio Val St., Marulas, Valenzuela City Metro Manila Philippines 63-8-2934507 Ext.118 63-8-2934507 bac.sdoval@deped.gov.ph		

Description

To: All Eligible Suppliers:

The Department of Education-SDO Valenzuela City through Bids and Awards Committee (BAC) and its Secretariat, intends to procure the Procurement of Common-Use Office Supplies for 1st Quarter for SDO Valenzuela City through Shopping Sec. 52.1(b) of the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184. Quotation above the Approved Budget of the Contract (ABC) shall be automatically disqualified.

Please submit your proposal for the item/s described and required herein, subject to the compliance with the Terms and Conditions provided on this Request for Quotation (RFQ). Quotations may be submitted manually in a sealed envelope quotation duly signed by you or your duly authorized representative or via email (bac.sdoval@deped.gov.ph) on or before April 3, 2025 - 8:00am-5:00pm to SDO Valenzuela Records Section.

Please quote your best offer for the items/s described herein addressed to:

ERNEST JOSEPH C. CABRERA
 Chairperson, Bids and Awards Committee
 DepEd-SDO Valenzuela, Pio Valenzuela St., Marulas, Valenzuela City
 Tel. No. 8277-3439 local 118 or 34454757
 Email: bac.sdoval@deped.gov.ph

Pursuant to Appendix A "Documentary Requirement for Alternative Methods of Procurement of Annex "H" of revised IRR of RA No. 9184, the following documents are required to be submitted.

1. Copy of Valid/Latest Mayor's/Business Permit

- 2. Copy of valid SEC/DTI
- 3. Copy of valid PhilGEPS Registration Number/Organization ID No./PhilGEPS Registration (Platinum Membership.)
- 4. Copy of updated/valid BIR/COR (Certificate of Registration-Line of Business)
- 5. Accomplished prescribed RFQ Form.

PARTICULARS:

Procurement of Common-Use Office Supplies for 1st Quarter for SDO Valenzuela City

- 1. FLASH DRIVE, 64 GB capacity.....50pc/s x 350.00 =Php17,500.00
- 2. DOUBLE SIDED TAPE 4 x 10 x 10 cm.....100roll/s x 90.00 =php9,000.00
- 3. BATTERY, dry cell, AA, 2 pieces per blister pack 100pack/s x 150.00 =Php15,000.00
- 4. FOLDER, EXPANDING, KRAFTBOARD,for legal size doc.....10box/s x 1,300.00 =php13,000.00
- 5. ERASER, PLASTIC/RUBBER, for pencil draft/writing..... 50pc/s x 30.00 =Php1,500.00
- 6. GLUE, all purpose, gross weight: 200 grams min.....50pc/s x 80.00 =Php4,000.00
- 7. MARKER, PERMANENT, bullet type, black.....200pc/s x 25.00 =Php5,000.00
- 8. MARKER, PERMANENT, bullet type, blue.....200pc/s x 25.00 =Php5,000.00
- 9. STAMP PAD INK, purple or violet.....30pc/s x 50.00 =Php1,500.00
- 10. TAPE, MASKING, width: 24mm.....50roll/s x 70.00 =Php3,500.00
- 11. TAPE, MASKING, width: 48mm.....50roll/s x 90.00 =Php4,500.00
- 12. TAPE, PACKAGING, width: 48mm.....50roll/s x 80.00 =Php4,000.00
- 13. Epson Ink, 003, Black.....50bottle/s x 320.00 =Php16,000.00
- 14. Earmark Tag.....100pack/s x 60.00 =Php6,000.00
- 15. Clip back fold, 19mm.....100box/s x 30.00 =Php3,000.00
- 16. Clip back fold, 25mm.....100box/s x 40.00 =Php4,000.00
- 17. Clip back fold, 32mm.....100box/s x 50.00 =Php5,000.00
- 18. Clip back fold, 50mm.....100box/s x 80.00 =Php8,000.00
- 19. Envelop, EXPANDING, KRAFTBOARD,for legal size doc.....5pack/s x 1,300.00 =Php6,500.00
- 20. Paper, Appointment, Blue.....10ream/s x 450.00 =Php4,500.00
- 21. Notepad 2 x 3.....100pack/s x 30.00 =Php3,000.00
- 22. Notepad 3 x 3.....100pack/s x 45.00 =Php4,500.00
- 23. Notepad 3 x 4.....100pack/s x 45.00 =Php4,500.00
- 24. Staple Remover, Plier Type.....30pc/s x 50.00 =Php1,500.00
- 25. HP Ink GT53, Black.....30bottle/s x 300.00 x Php9,000.00
- 26. Ballpen, Black.....100pc/s x 9.00 =Php900.00
- 27. Ballpen, Blue.....100pc/s x 9.00 =Php900.00

Total Amount ABC).....Php160,800.00

For clarifications, you may contact the BAC Secretariat through email address bac.sdoval@deped.gov.ph, or at telephone number 8277-3439 local 118.

(Sgd.) ERNEST JOSEPH C. CABRERA
Chairperson, Bids and Awards Committee

Created by Normalyn M. Florin
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