



# PhilGEPS

Philippine Government Electronic Procurement System

Central Portal for  
Philippine Government  
Procurement Opportunities

## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 7582602  
**Procuring Entity** METROPOLITAN NAGA WATER DISTRICT  
**Title** Supply and Delivery of Various Office Supplies (PR No. 21-03-0118)  
**Area of Delivery** Camarines Sur

<b>Solicitation Number:</b>	PR No. 21-03-0118	<b>Status</b>	Active
<b>Trade Agreement:</b>	Implementing Rules and Regulations		
<b>Procurement Mode:</b>	Shopping - Ordinary/Regular Office Supplies & Equipment (Sec. 52.1.b)	<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 98,022.50	<b>Document Request List</b>	0
<b>Delivery Period:</b>	30 Day/s		
<b>Client Agency:</b>		<b>Date Published</b>	30/03/2021
<b>Contact Person:</b>	Venus C. Solano Procurement Analyst A 40 J.Miranda Ave., Naga City Camarines Sur Philippines 4400 63-54-4737813 Ext.117 63-54-4739288 mnwdbac@yahoo.com	<b>Last Updated / Time</b>	30/03/2021 00:00 AM
		<b>Closing Date / Time</b>	05/04/2021 17:00 PM

#### Description

ITEM NO. ITEM & DESCRIPTION QTY UNIT UNIT PRICE TOTAL COST

1 File Divider Multi-colored, Long Size 2,000 Sets

Material: Vellum board

(5 pcs. Per set)

2 Pressboard Expandable Folder, Gray, with plastic tab name/label 500 Pcs

Material: Thick

Size: Long

3 Pressboard Expandable Folder, Blue, Long Size 250 Pcs

Material: Thick

4 Sticker Paper, A4 50 Packs

Material: Matte

Color: Blue

(10 sheets per pack)

5 Folder Ring Binder, A4 size 6 Pcs

3-ring PVC cover file with plastic pocket

Color: Black

Thickness: 3 inches

can fit 500 pages

6 Plastic Filler, A4, Clear 600 Pcs

3-ring binder plastic refill

Note:

1. VAT Inclusive

2. FOB MNWD, Naga City

3. Partial Delivery shall not be accepted

Documentary Requirements to submit:

1. Mayor's/Business Permit

2. PhilGEPS Registration Number

3. Income/Business Tax Returns

## 4. Omnibus Sworn Statement

**\*\*Incomplete or non-submission of the required Documentary Requirements shall be automatically disqualified****Line Items**

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Office Equipment Supplies and Consumables	Supply and Delivery of Various Office Supplies	1	Lot	98,022.50

**Created by** Venus C. Solano**Date Created** 29/03/2021

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