

## Bid Notice Abstract

[Detail Tracking Report](#)

### Request for Quotation (RFQ)

**Reference Number:** 11018571  
**Procuring Entity:** METROPOLITAN NAGA WATER DISTRICT  
**Title:** Supply and Delivery of Various Office Supplies (PR 24-06-0299)  
**Area of Delivery:** Camarines Sur

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<b>Solicitation Number:</b>	RFQ 0100	<b>Status</b>	Active
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	1
<b>Procurement Mode:</b>	Shopping - Ordinary/Regular Office Supplies & Equipment (Sec. 52.1.b)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	2
<b>Category:</b>	Office Equipment	<b>Date Published</b>	05/07/2024
<b>Approved Budget for the Contract:</b>	PHP 65,805.82	<b>Last Updated / Time</b>	05/07/2024 12:00 AM
<b>Delivery Period:</b>	15 Day/s	<b>Closing Date / Time</b>	08/07/2024 1:00 PM
<b>Client Agency:</b>			
<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		

**Description**

ITEM NO. ITEM & DESCRIPTION QTY UNIT

Supply and Delivery of Various Office Supplies 1 LOT

- Battery "AA", Super Heavy Duty, Leak Resistant, 2 pcs/pack 8 pieces
- Brown Envelope, Short (Or can fit A4 Size Bond Paper) 60 pieces
- Continuous Form, 11 x 9 1/2, 1 ply, Subs. 20 15 boxes
- Correction Tape, 5mm x 8 meters 150 pieces
- Coupon Bond, A4, 80 gsm 180 reams
- Masking Tape, 48mm x 50m, Durable 50 rolls
- Paper Fastener, Plastic, Assorted Color, 8cm Binding Clip, Durable 5 boxes
- Rubber Band, 50g, Multi-Color 30 boxes
- Shoelace, Medium Cord, Round (at least 26" long) 150 pieces
- Tissue Paper, Individuality Wrap, 2 Ply, 300 Sheets 100 rolls

TOTAL

Note:

- VAT Inclusive
- FOB MNWD, Naga City
- Partial delivery shall not be accepted.
- Kindly indicate the brand being offered per item (if applicable)

Documentary Requirements to submit:

- Mayor's/Business Permit
- PhilGEPS Registration Number / Certificate of Platinum Membership
- Income/Business Tax Returns (for ABCs above Php 500k)
- Notarized Omnibus Sworn Statement

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

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Office Equipment Supplies and Consumables	Various Office Supplies	1	Lot	65,805.82

**Created by:** Venus C. Solano  
**Date Created:** 04/07/2024