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Monday, March 3, 2025 08:34 AM Venus Solano MNWD [Log-out](#)

Bid Notice Abstract

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Request for Quotation (RFQ)

Reference Number: 11828902
Procuring Entity: METROPOLITAN NAGA WATER DISTRICT
Title: Procurement of Various Office Supplies (PR#25-02-0077)
Area of Delivery: Camarines Sur

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Solicitation Number:	RFQ 0025	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	1
Category:	Office Equipment Supplies and Consumables	Date Published	02/03/2025
Approved Budget for the Contract:	PHP 145,890.00	Last Updated / Time	02/03/2025 12:00 AM
Delivery Period:	15 Day/s	Closing Date / Time	05/03/2025 1:00 PM
Client Agency:			
Contact Person:	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
- 1 Battery "AA", Super Heavy Duty, Leak Resistant 50
 - 2 Binder Clip, Backfold, 41mm (1-5/8") 5
 - 3 Brown Envelope, Long (15" x 10") 500
 - 4 Brown Envelope, A4 (12.76" x 9.02") 30
 - 5 Coupon Bond, A4, 80 gsm, 500 sheets 110
 - 6 Coupon Bond, Long, 80 gsm, 500 sheets 170
 - 7 Double-Sided Tape, 24mm x 50 meters 20
 - 8 Folder, Expandable, Long, Pressboard, White 100
 - 9 Paper Fastener, Plastic, Assorted Color, 8 cm Binding Clip, Durable 10
 - 10 Permanent Marker, Black (5 pieces); Blue (5 pieces), Fine Point 10
 - 11 Permanent Marker, Red, Fine Point 3
 - 12 Rubber Band, 50g, Multi-Color 10
 - 13 Rubbing Alcohol (Isoprophyl), 70% Solution, Antiseptic & Disinfectant, Min. 3.78 ltrs/gal 40

- 14 Scotch Tape, 24mm x 50m, with excellent holding power 35
- 15 Shoelace, Medium Cord, Round (at least 26" long) 150
- 16 Stapler, for No. 35, 26/6 Staple Wire, With Remover 10
- 17 Tissue Paper, Individually Wrap, 2Ply, 300 Sheets 180

TOTAL

Note:

- 1. VAT Inclusive
- 2. FOB, MNWD, Naga City
- 3. Partial Delivery shall not be accepted
- 4. Warranty: Six (6) months

Documentary Requirements to submit:

- 1. Mayor's/Business Permit
 - 2. PhilGEPS Registration Number / Certificate of Platinum Membership
 - 3. Income/Business Tax Returns (for ABCs above Php 500k)
- Incomplete or non-submission of the required Documentary Requirements shall be automatically disqualified
- 4. Notarized Omnibus Sworn Statement

The supplier may submit NOSS on the date of accomplishing this document (RFQ) or prior to the preparation of award

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Office Equipment Supplies and Consumables	Various Supplies	1	Lot	145,890.00