



Central Portal for
Philippine Government
Procurement Opportunities

Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 10407560
Procuring Entity CITY OF LAOAG, ILOCOS NORTE
Title Supply and delivery of 4th quarter office supplies for use by the different offices in the City Government of Laoag
Area of Delivery Ilocos Norte

Solicitation Number:	2023-94K	Status	Awarded
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods	Document Request List	1
Category:	Office Supplies and Devices	Date Published	08/12/2023
Approved Budget for the Contract:	PHP 799,695.00	Last Updated / Time	08/12/2023 00:00 AM
Delivery Period:	30 Day/s	Closing Date / Time	13/12/2023 11:00 AM
Client Agency:			
Contact Person:	JOVYLYN P LUCAS BAC Secretariat Chairman Laoag City Hall Laoag City Ilocos Norte Philippines 2900 63-77-7720001 Ext.217 bac_secretariat@laoagcity.gov.ph		

Description

Qty. Unit Description
 3 reams A3 Paper medium subs 20
 20 pcs Acrylic desk name plate
 12 pcs Ballpen 0.5
 738 pcs Ballpen black
 60 pcs Ballpen black 621 ball point
 41 pcs Ballpen blue
 8 pcs Ballpen blue 621 ball point
 21 pcs Ballpen red
 8 pcs Ballpen red 621 ball point
 245 pcs Ballpen Retractable black
 66 pcs Ballpen Retractable blue
 4 pcs Ballpen retractable red
 29 pcs Ballpen retractable refill black
 6 pcs Ballpen retractable refill blue
 59 pcs Battery AA
 59 pcs Battery AAA
 1 pc Battery AAA rechargeable
 35 pcs Battery D black
 27 pcs Binder clip 1 1/4"
 44 pcs Binder clip 1"
 33 pcs Binder clip 2"
 58 pcs Binder clip 3/4"
 50 pcks Board paper A4 cream/white by 10's
 80 pcks Board paper long cream/white by 10's
 34 pcks Board paper medium cream/white by 10's
 60 reams Bond paper A4

65 reams Bond paper long subs 16
603 reams Bond paper long subs 20
59 reams Bond paper long subs 24
82 reams Bond paper medium subs 16
461 reams Bond paper medium subs 20
40 reams Bond paper medium subs 24
1 pc Book divider stand - per pair
526 pcs Brown envelope long
344 pcs Brown envelope medium
5 pcs Calculator 2 way power
16 bxs Carbon paper single face long
2 bxs Carbon paper single face medium
24 pcs Cartolina (red, white, yellow, blue)
70 pcs Certificate holder A4
45 pcs Clear sliding folder long
32 pcs Clear sliding folder medium
4 pcs Clearbook long
7 pc Clipboard long
100 pcs Colored ID lace with S hook 20.5 lanyard
5 pcs Columnar book 24 columns
1 bx Continuous form 11x9.5, 2 ply,
1 bx Continuous form 11x9.5, 2 ply, with plain side
13 pcs Correction fluid
14 pcs Correction pen
124 pcs Correction tape
8 bxs Crayons 24 colors
16 pcs Dater stamp
2 pcs Document file box long
50 rolls Double sided tape 1"
17 rolls Double sided tape 2"
1 pc Dry seal
3 rolls Duct tape 2"
5 rolls Duct tape 3"
108 pcs Envelope expanding long
15 pcs Envelope plastic long
5 pcs Envelope plastic medium
5 pcs Erasable gel pen
10 pcs Erasable gel pen refill
12 pcs Eraser
145 pcs File folder brown long
129 pcs File folder brown medium
200 pcs File folder expanding long (red, blue)
40 pcs File folder expanding medium
602 pcs File folder glossy long
316 pcs File folder glossy medium
183 pcs File folder long (white)
30 pcs File folder long w/ tab (green)
85 pcs File folder long w/o tab (green)
100 pcs File folder long w/o tab (red)
20 pcs File folder medium (blue)
130 pcs File folder medium (white)
60 pcs File folder medium w/ tab (red)
22 pcs File folder plastic long
8 pcs File folder plastic medium
4 pcs File Folder Sliding Long
5 pcs File holder single vertical
4 pcs Filing tray 2 layered metal/steel
1 pcs Filing tray 3 layered metal/steel
99 pcs Fluorescent text marker
50 pc Glue stick type
22 btls Glue 130ml
2 btls Glue 240ml
44 pcs Glue stick large
10 pcs Glue stick small
1 pcs Gun tucker big
6 pcks Gun tucker staple wire
3 pcs Hand cutter blade big
7 pcs Hand cutter blade, small L500G
8 pcs Hand cutter ordinary
2 pc Hand cutter retractable heavy duty
824 pcs Index card 5"x8"
3 pcks Laminating film
1 pcks Laminating film long 100/pck
1 unit Laminating machine
10 pcks Linen paper medium cream by 10's
7 bxs Mailing envelope long white
9 pcs Manila paper
53 rolls Masking tape 1"
20 rolls Masking tape 1/2"
37 rolls Masking tape 2"
18 rolls Masking tape 3"

2 pcs Meter stick wood
13 reams Mimeo paper long subs 18WW
16 reams Mimeo paper medium subs 18 WW
2 pcs Notebook 80s spiral
35 pcs Notebook pocket size
62 pcs Notebook Steno
22 rolls Packing tape 2"
16 rolls Packing tape 3"
57 bxs Paper clip jumbo plastic coated by 100's
48 bx Paper clip plastic coated small #2 by 100's
9 bx Paper fastener plastic coated long by 50's
60 bxs Paper fastener plastic coated short by 50's
4 bxs Paper fastener stainless by 50's
15 pcks Paper laid board long by 10's
28 pcks Paper laid board medium by 10's
4 pcs Paper moistener
12 pcks Parchment paper medium by 10's (light blue, cream/white)
50 pcks Parchment paper long by 10's (cream/white)
9 btls Paste with spatula made of starch
80 pcs Pencil #1
345 pcs Pencil #2
3 pcs Pencil sharpener big
50 pcs Permanent marker broad black
2 pcs Permanent marker broad blue
89 pcs Permanent marker fine black
10 pcs Permanent marker fine blue
1 pcs Permanent marker fine red
36 pcs Photo frame A4/legal
56 pcks Photo paper A4 by 10's
60 pcs Plastic jacket certificate holder A4
5 pcs Plastic jacket certificate holder long
5 pcs Plastic jacket certificate holder medium
1 pc Procurement Law Book
2 pcs Puncher big
21 pcks Push pin by 100's
1 pads Rainbow ruled pad
4 pcs Received stamp
19 pcs Record book 150pp
13 pcs Record book 200pp
66 pcs Record book 300pp
44 pcs Record book 500pp
1 pc Ring binder 1 1/2"
5 pcs Ring binder 1"
3 pcs Ring binder 2"
8 bxs Rubber band flat 350g
8 bxs Rubber band round 350g
4 pcs Ruler 12" plastic
1 pcs Ruler 18" metal
9 pcs Scissor big plastic
9 pcs Scissor plastic small
6 pcs Scissors stainless
128 rolls Scotch tape 1"
69 rolls Scotch tape 2"
26 pcs Signing pen 0.3 black
33 pcs Signing pen 0.4 black
5 pcs Signing pen 0.4 blue
118 pcs Signing pen 0.5 black
76 pc Signing pen 0.5 blue
2 pcs Signing pen 0.7 black
9 pcs Signing pen 0.7 blue
18 pcs Signing pen 1.0 black
2 pcs Signing pen 1.0 blue
12 pcs Signing pen gel V5
20 pcs Signing pen V ballpoint black
20 pcs Signing pen V ballpoint blue
12 pcs Signing pen v10 grip black
10 pcs Signing pen V5 black
7 pcs Signing pen V5 blue
20 pcks Silk pin
10 pcks Special board long
20 pcks Special paper A4 by 12's
27 pcs Stamp pad #2 (black, blue)
3 btls Stamp pad ink 1L
27 bxs Staple wire #10 by 12s
165 bxs Staple wire #35
11 pcs Staple wire remover pincher type
14 pcs Staple wire remover plier type
12 pcs Stapler #10
6 pcs Stapler #35
10 pcs Stapler #35 w/ staple wire remover
23 pcks Sticker luminous (yellow green, orange) by 10's

13 pcks Sticker paper A4 by 10's
 16 pcks Sticker paper A4 glossy by 10's
 41 packs Sticker paper A4 matte by 10's
 20 pads Sticky notes 1x3
 10 pads Sticky notes 2.5x3.4
 32 pads Sticky notes 2x3
 36 pads Sticky notes 3x3
 2 pads Sticky notes 3x5
 4 pads Sticky notes 4x4
 25 pads Sticky notes colorful arrow
 2 pcks Tabblings
 1 pc Tape dispenser 2"
 21 bxs Thumbtacks by 100's (gold)
 6 pcs Typewriter ribbon
 100 packs Vellum board/Special board paper by 10's
 1 pcs Wall clock
 2 pcs White board eraser
 32 pcs White board marker black
 11 pcs White board marker blue
 6 pcs White board marker red
 13 pads Yellow pad

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Office Supplies and Devices	Supply and delivery of 4th quarter office supplies for use by the different offices in the City Government of Laoag	1	Lot	799,695.00

Created by JOVYLYN P LUCAS

Date Created 07/12/2023

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