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Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 11513903
Procuring Entity NATIONAL IRRIGATION ADMINISTRATION - ZAMBOANGA SIBUGAY
Title Supply & Delivery of Common Office Supplies & Equipment, Consumables & Janitorial Supplies
Area of Delivery Zamboanga Sibugay

Solicitation Number:	NIAREG9-11212024-983	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	0
Category:	Office Supplies and Devices	Date Published	22/11/2024
Approved Budget for the Contract:	PHP 219,803.22	Last Updated / Time	22/11/2024 00:00 AM
Delivery Period:	30 Day/s	Closing Date / Time	27/11/2024 09:00 AM
Client Agency:			
Contact Person:	MARIA GERTRUDES PAGUTE GANIA BAC Chairperson/Sr. Engineer A DA-RFOIX Research Division Compound, Sanito, Ipil Zamboanga Sibugay Philippines 7001 63-948-8713237 niazambosibugaysvisimo@yahoo.com		

Description

NO. QTY UNIT AGENCY'S SPECIFICATION

Supply & Delivery of Common Office Supplies & Equipment, Consumables & Janitorial Supplies

- 1 305 ream Paper, Multi-Purpose (Copy) A4 size, 70 gsm
- 2 24 ream Paper, Multi-Purpose (Copy) Long size, 70 gsm
- 3 70 pc Sign Pen, Fine Tip, Black, 0.50mm needle tip
- 4 100 pc Sign Pen, Fine Tip, Blue, 0.50mm needle tip
- 5 30 pc Sign Pen, Fine Tip, Black, 0.30mm needle tip
- 6 155 pc Ball Pen, 0.50mm needle tip, Black
- 7 48 pack Battery, dry cell, size AA, Two (2) pieces per blister pack
- 8 169 roll Tape, transparent/clear, 24mm
- 9 100 roll Tape, Masking, 24mm
- 10 42 roll Tape, Masking, 48mm
- 11 122 pack Sticker Paper, A4 size, 10pcs per pack
- 12 6 ream White Folder Long, thick 14pts, 100pcs per ream
- 13 64 box Plastic Fastener, Standard
- 14 65 pc Marker, Permanent, Black - Broad Type
- 15 8 pc Marker, Permanent, Blue - Broad Type
- 16 48 pack Film Index (Sign Here)
- 17 5 box Push Pin
- 18 59 box Paper Clip, vinyl, plastic coated, 33mm
- 19 28 pc Glue All-Purpose, 130 grams min.
- 20 14 bot Ink for stamp pad, purple
- 21 12 pc Philippine National Flag
- 22 16 pc Staple Remover, plier type
- 23 12 pc Stapler, Standard with stapler remover

24 40 bot Genuine Epson Ink, 003, Black
25 30 bot Genuine Epson Ink, 003, Yellow
26 47 bot Genuine Epson Ink, 664, Cyan
27 14 cart Genuine Brother Ink LC3617, Black
28 12 cart Genuine Brother Ink LC3617, Cyan
29 12 cart Genuine Brother Ink LC3617, Magenta
30 12 cart Genuine Brother Ink LC3617, Yellow
31 65 pack Toilet Tissue Paper, 2ply, 6 rolls per pack
32 13 pack Trash Bag, Black, Small (High Quality & Heavy Duty)
33 56 bot Hand Liquid Soap, min. 250ml
34 24 bot Glass Cleaner, 500 ml with Spray
x-x-x-x-x nothing follows x-x-x-x-x-x

TERMS AND CONDITIONS

1 All entries must be printed or typed written using the NIA Prescribed form (RFQ). Any modification in the terms of the RFQ shall constitute to disqualification.

2 The Total Approved Budget for the Contract (ABC) is Php 219,803.22. All bids in excess of the ABC shall be automatically rejected.

3 Delivery period is within 30 calendar day(s) from receipt of Purchase Order (PO).

4 Price validity shall be for a period of 90 calendar day(s) from the date of Bid Opening.

5 For Lot Award

all items to be grouped together to form one (1) complete Lot. That will be awarded to one Bidder to form one (1) complete contract. Bidder must offer/quote on all items, otherwise, bidder shall automatically be disqualified.

6 Warranty shall be for the one (1) year for equipment and six (6) months for supplies and materials from date of approval of the Inspection & Acceptance Report (IAR) by the authorized National Irrigation Administration's representative if applicable. Bidders shall submit only one (1) copy of Bid/Request for Quotation (RFQ) together with the following licenses and legal documents also in one (1) copy placed in one (1) sealed.

Mayor's Business Permit

Printed Copy of PhilGEPS Registration Number

7 If an Awardee has accepted a purchase order but fails to deliver the required product(s) within the time called for in the same order, the Awardee shall extend a maximum of fifteen (15) calendar days under liquidated damages to make good his delivery. Thereafter, if Awardee has not completed delivery within the extended period, the subject Purchase Order shall be cancelled and the award for the undelivered balance withdrawn from that Awardee. The National Irrigation Administration (NIA) shall, then purchase the required item(s) from such other source(s) as it may determine, with the difference in price to be charged against DEFAULTING AWARDEE. Refusal by the Defaulting Awardee to shoulder the price difference shall be ground for his disqualification from future bids of the same or all items, without prejudice to the imposition of other sanctions as prescribed under RA 9184 and its IRR-A.

Non submission of any of the documents above mentioned shall be a ground for outright rejection of the Bid/RFQ.

Note:

1 Bid Quotations may be submitted to the NIA Zamboanga Sibugay Irrigation Management Office, DA-Research Division, RFO-IX Compound, Sanito, Ipil, Zamboanga Sibugay or by email at r9.zamboangasibugay@nia.gov.ph.

2 Please make certain to affix the signature of the owner, manager or any of its duly authorized representative in a clear legible manner.

3 Bidder shall submit one (1) quotation only. Alternate bids shall be rejected.

Created by MARIA GERTRUDES PAGUTE GANIA

Date Created 21/11/2024

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