



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 11650638  
**Procuring Entity** MUNICIPALITY OF ANILAO - ILOILO  
**Title** PROCUREMENT OF OFFICE SUPPLIES FOR CDSA 2025  
**Area of Delivery** Iloilo

<b>Solicitation Number:</b>	2025-011	<b>Status</b>	<b>Active</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	1
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	0
<b>Category:</b>	Office Supplies and Devices	<b>Date Published</b>	09/01/2025
<b>Approved Budget for the Contract:</b>	PHP 180,027.00	<b>Last Updated / Time</b>	09/01/2025 00:00 AM
<b>Delivery Period:</b>	15 Day/s	<b>Closing Date / Time</b>	13/01/2025 11:15 AM
<b>Client Agency:</b>			
<b>Contact Person:</b>	Nestor, Jr. A. Malunes Municipal Assessor 4th Congressional District, Anilao Iloilo Philippines 5009 63-33-3620459 63-33-3620459 engineeranilao01@gmail.com		

#### Description

- 1.) 105 - pcs - Balloons ,7", helium, 7 assorted colors
- 2.) 1200 - pcs - Balloons ,7", ordinary, assorted colors
- 3.) 8 - box - ball pen, black, 25pcs/box
- 4.) 18 - pcs - binder clip, #15
- 5.) 12 - pcs - binder clip, #32
- 6.) 96 - ream - Bond paper, A4, s.20
- 7.) 30 - ream - Bond paper, long, s.20
- 8.) 50 - pc - brown envelope, long
- 9.) 12 - pcs - certificate frame, A4
- 10.) 13 - pcs - clipboard, long, black
- 11.) 60 - m - Cloth, silk, fire red
- 12.) 20 - m - cloth, silk, white
- 13.) 10 - m - cloth, geena, yellow
- 14.) 90 - m - cloth, geena, red
- 15.) 30 - m - cloth, geena, blue
- 16.) 30 - m - cloth, geena, black
- 17.) 40 - m - cloth, geena, white
- 18.) 12 - SET - Computer ink, 65ml, original, 3110, CMYK
- 19.) 9 - bot - Computer ink, 65ml, original, black for 3110
- 20.) 37 - pcs - correction tape,20mx5mm
- 21.) 5 - pcs - cutter, big
- 22.) 55 - roll - double-sided tape, 1"
- 23.) 80 - pcs - envelope, long, plastic, expanded
- 24.) 2- pcs - flash drive, 64GB
- 25.) 4 - dozens - fresh flowers
- 26.) 5 - bundles - fresh leaves
- 27.) 5 - pcs - floral foam-

- 28.) 262 - pcs - folder, white, long
- 29.) 2 - m - jena cloth, white
- 30.) 2 - pcs - glue gun, big
- 31.) 10 - pcs - glue gun, small
- 32.) 50 - pcs - glue gun stick, big
- 33.) 200 - pcs - glue gun stick, small
- 34.) 8 - box - marker pen,black, fine, 12pcs/box
- 35.) 1 - box - marker pen,black, broad, 12pcs/box
- 36.) 1 - box - marker pen,blue, fine, 12pcs/box
- 37.) 1 - box - marker pen,red, broad, 12pcs/box
- 38.) 30 - roll - masking tape, 2"
- 39.) 20 - roll - masking tape, 2", white
- 40.) 6 - bottle - disinfectant, spray, 335ml
- 41.) 20 - roll - duct tape, yellow, 2"
- 42.) 100 - pcs - leis
- 43.) 18 - bottle - multi-purpose glue, 130g.
- 44.) 30 - bottle - multi-purpose glue, 65g.
- 45.) 50 - m - stencil foil, red
- 46.) 174 - pcs - envelope, plastic, long,
- 47.) 50 - roll - packing tape, 2"
- 48.) 2 - pcs - pail, big
- 49.) 3 - box - paper clip, small
- 50.) 24 - box - paper clip, big
- 51.) 20 - pack - paper fastener,plastic,
- 52.) 4 - box - paper fastener,metal,coated
- 53.) 3 - box - pencil,#2
- 54.) 4 - pcs - pencil eraser,white
- 55.) 28 - pcs - pencil sharpener, small
- 56.) 50 - pads - pins
- 57.) 10 pack - plastic bag, white, large,25pcs/pack
- 58.) 2 - pcs - plastic storage box, 10 liters
- 59.) 6 - box - push pins
- 60.) 9 - pcs - puncher, 2 holes
- 61.) 2 - box - rubber band
- 62.) 47 pcs - scissors, big
- 63.) 50 - roll - scotch tape,1"
- 64.) 12 - roll scotch tape,2"
- 65.) 1 - pack - Specialty paper, A4,, 10pcs/pack,beige
- 66.) 18 - pcs - Stapler w/ remover, #35
- 67.) 33 - box - Staple wire #35, 5000 wires
- 68.) 2 - pcs - tacker gun
- 69.) 2 - box - tacker wire
- 70.) 10 - box - thumbtacks
- 71.) 24 - box - Vellum, A4,white,100pcs/box
- 72.) 1 - ream - Vellum, long,white,100pcs/box

**Line Items**

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	OFFICE SUPPLIES FOR CDSA 2025	PROCUREMENT OF OFFICE SUPPLIES FOR CDSA 2025	1	Lot	180,027.00

**Other Information**

Submission of Quotation until January 13, 2025 @ 11:15 A.M.

**Created by** Nestor, Jr. A. Malunes

**Date Created** 08/01/2025

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