



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 11162224  
**Procuring Entity** GOVERNANCE COMMISSION FOR GOCC  
**Title** ONE (1) LOT SUPPLY AND DELIVERY OF OFFICE SUPPLIES FOR THE MONTHS OF SEPTEMBER TO OCTOBER 2024  
**Area of Delivery** Metro Manila

|  |                              |                     |
|--|------------------------------|---------------------|
| <b>Solicitation Number:</b> 24-0057  | <b>Status</b>                | <b>Active</b>       |
| <b>Trade Agreement:</b> Implementing Rules and Regulations   | <b>Associated Components</b> | 2                   |
| <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 Supplies and Devices   | <b>Date Published</b>        | 19/08/2024          |
| <b>Approved Budget for the Contract:</b> PHP 69,000.00   | <b>Last Updated / Time</b>   | 19/08/2024 00:00 AM |
| <b>Delivery Period:</b>  | <b>Closing Date / Time</b>   | 22/08/2024 10:00 AM |
| <b>Client Agency:</b>  |                              |                     |
| <b>Contact Person:</b> JESSA BURCER BUELA<br>Administrative Officer V<br>3/F CITIBANK Center,<br>8741 Paseo De Roxas<br>Makati City<br>Metro Manila<br>Philippines 1226<br>63-2-53104175<br><br>jbbuela@gcg.gov.ph |                              |                     |

#### Description

Please see the attached Purchase Request for P.R. No. 24-0057 for the procurement of ONE (1) LOT SUPPLY AND DELIVERY OF OFFICE SUPPLIES FOR THE MONTHS OF SEPTEMBER TO OCTOBER 2024 with the Approved Budget for the Contract (ABC) of Sixty-Nine Thousand Pesos Only (₱69,000.00).

Kindly fill out the attached RFQ Form which will be included with the other documentary requirements indicated therein.

Failure to submit ALL of the required documents with the Request for Quotation form signed by the bidder's authorized representative before the deadline on 22 August 2024, 10:00 am renders the submission, NON-COMPLIANT.

In cases involving a tie among bidders, the procuring entity will bring the concerned service providers/suppliers to agree on a method to break the tie which shall be non-discretionary/non-discriminatory and is similarly based on sheer luck or chance.

Submissions from prospective suppliers/service providers included in the Consolidated Blacklisted Entities of the Government Procurement Policy Board (GPPB) @ <https://www.gppb.gov.ph/ConsolidatedBlacklistingReport.php> shall not be considered/evaluated for this procurement project.

Please note that this project is being procured through Shopping under Section 52.1(b) of the 2016 Revised IRR of R.A. No. 9184 considering it involves the procurement of ordinary or regular office supplies and equipment not available in the DBM-PS. Under the said modality, the procuring entity must obtain at least three (3) price quotations. If GCG receives less than three (3) price quotations approaching the deadline for submission, the deadline will be extended for an additional at least three (3) working days.

| Item No. | Product/Service Name                   | Description  | Quantity | UOM | Budget (PHP) |
|----------|--|--|----------|-----|--------------|
| 1        | SUPPLY AND DELIVERY OF OFFICE SUPPLIES | ONE (1) LOT SUPPLY AND DELIVERY OF OFFICE SUPPLIES FOR THE MONTHS OF SEPTEMBER TO OCTOBER 2024 | 1        | Lot | 69,000.00    |

**Other Information**

Deadline for Submission of quotations/proposals AND documentary requirements: 22 August 2024, 10:00 am

You may also view/download the attachments for this project @ <https://gcg.gov.ph/procurement/>

All submissions via email must be sent to [procurement@gcg.gov.ph](mailto:procurement@gcg.gov.ph).

Verification for receipt of all submissions must be sent to: [procurement@gcg.gov.ph](mailto:procurement@gcg.gov.ph).

**Created by** JESSA BURCER BUELA

**Date Created** 16/08/2024

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