



Republic of the Philippines
CIVIL AVIATION AUTHORITY OF THE PHILIPPINES

DATE: September 29, 2021

REQUEST FOR QUOTATION

The **CIVIL AVIATION AUTHORITY OF THE PHILIPPINES-AREA X**, through its Canvass and Contract Committee (CCC), now invites interested contractors/ suppliers to submit their Price Quotations for the Project **PURCHASE OF COMMON OFFICE SUPPLIES (4TH QUARTER)** with their quantities, and for their respective use and end user:

| Quantity/ Unit | Items | Purpose | Office/ Unit/ Airport User | Approved Budget of Contract |
|--|--|--|---|-----------------------------------|
| 96 Box 8 Box 269 Ream 150 Ream 3 pc. 7 Box 36 pc. 35 tube 340 pc. 340 pc. 382 pc. 1000 pc 23 bot. 31 box 25 box 35 pc. 39 pc. 17 pc. 5 Box 5 Box 110 pc. 18 unit 26 pc. 60 Box 39 Roll | 1. Binder Clip 1" 2. Binder Clip 2" 3. Book Paper, A4 80gsm 4. Book pPaper, Legal 80gsm 5. Calculator, 12 Digits 6. Carbon Paper, Plastofoil, Long 7. Correction Tape, 8M 8. Cutter, Heavy Duty 9. Envelop Brown, Long 10. Envelop, Expanded Long 11. Folder, Expanded Long 12. Folder, Ordinary Long 13. Glue, All Purpose 350ml 14. Paper Clip, Big 15. Paper Clip, Small 16. Record Book, 150 Pages 17. Record Book, 300 Pages 18. Record Book, 500 Pages 19. Rubber Band 18 20. Rubber Band Small 21. Signpen Blue, Liquid Gel Ink 22. Stapler, Heavy Duty 23. Staple Wire Remover, Plier Type 24. Staple Wire, Standard #35mm 25. Tape, Scotch 1" | For the use of various offices and units | CAAP, Laguindingan Airport, Laguindingan Misamis Oriental | PhP 132,573.78 |

Deadline of Submission: October 4, 2021 at 4:00pm

Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the "Government Procurement Reform Act".



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Further, the prospective suppliers should possess the following:

1. Should have the legal capacity to enter into business or to perfect contracts (with updated Business Permit from DTI and recent Tax Certification from BIR as per Section 8.5 of Section 8.0 of Rule III and as per sub-paragraph a.ii of Section 24.1 of Section 24 of Rule VIII of the Revised IRR of RA 9184 and GPPB Resolution No. 11-2013 dated April 26, 2013);
2. PhilGeps Registration Certificate (At least Red Membership)
3. Should not be among those blacklisted suppliers. (as per sub- sub-paragraph a.iv (1) of Section 25.2 of Section 25 of Rule VIII of the Revised IRR of RA 9184 and Section 2 of GPPB's UNIFORM GUIDELINES FOR BLACKLISTING OF MANUFACTURERS, SUPPLIERS, DISTRIBUTORS, CONTRACTORS AND CONSULTANTS)

The **CIVIL AVIATION AUTHORITY OF THE PHILIPPINES (CAAP)- AREA X** reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

For further information, please refer to:


CAROLINA C. ADANZA

Budget Staff

CCC-Secretary

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CAAP Area X

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Signed:


CRISTINE B. UDANG
Acting HRM Officer
CCC-Chairperson