



Republic of the Philippines  
CIVIL AVIATION AUTHORITY OF THE PHILIPPINES

DATE: September 30, 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 (3RD QUARTER)** with their quantities, and for their respective use and end user:

Quantity/ Unit	Items	Purpose	Office/ Unit/ Airport User	Approved Budget of Contract
240 ream 100 ream 8 bundle 22 roll 390 pc 25 pc 40 pc 20 pc 20 pc 15 pc 26 pc 70 pc 65 pc 12 pc 17 roll 10 pc 9 pc 13 pc	1. Book Paper A4, 80 gsm 2. Book Paper legal, 80gsm 3. Daily time record, Paper 4. Double sided Tape, Heavy duty 5. Folder Ordinary Long 6. Glue Pen (50cc) 7. Marker, Permanent black 8. Marker, Permanent, Blue 9. Marker, whiteboard, Black 10. Marker, Whiteboard, Blue 11. Scissor (Heavy duty) 12. Signpen, Liquid gel ink, 0.5 Black 13. Signpen, Liquid gel ink, 0.5 Blue 14. Signpen, Liquid gel ink, 0.5 Red 15. Tape, scotch 1" 16. Magazine Filer, w/cover double 17. Magazine filer, w/o cover double 18. Magazine Filer, w/o cover single	For the use of various offices and units	CAAP, Laguindingan Airport, Laguindingan Misamis Oriental	PhP 89,849.45

**Deadline of Submission:** October 5, 2021 at 10:00 A.M

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".

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)




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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

Ground Floor, Admin Building

Laguindingan Misamis Oriental Airport

Laguindingan, Misamis Oriental

CAAP Area X

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0915-56-89246 ([ccc.laguindinganairport@gmail.com](mailto:ccc.laguindinganairport@gmail.com))

Signed:



**CRISTINE B. UDANG**

Acting HRM Officer

CCC-Chairperson