



DATE: May 28, 2025

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 NON-COMMON OFFICE SUPPLY 1ST QUARTER** with their quantities, and for their respective use and end user:

Quantity/ Unit	Items	Purpose	Office/ Unit/ Airport User	Approved Budget of Contract
4 Pcs 145 Pcs 145 Pcs 2 Roll 9 Pcs 3 Pcs 6 Pcs 18 Roll 115 Pcs 230 Pcs 70 Pcs 10 Pcs 10 Pcs 105 Pcs 245 Pcs 6 Pcs 20 Pcs 4 Pcs 12 Pcs 10 Pcs 10 Pcs 12 Pcs 20 Pack 20 Pack 10 Pack 3 Pack 12 Pack 1 Pc 15 Pcs 5 Pack 12 Roll 2 Pcs 8 Roll	Arch File Ballpen, Black Ballpen, Blue Caution Tape Clipboard, w/ Cover Long Correction Pen Cutter Blade, 10Pc/Tube, Heavy Duty 1 Inch Double Sided Tape, Heavy Duty Envelope, Brown A4 Envelope, Brown Long Envelope, Expanding Long Filling Tray, 3 Layers Folder, Expanding long Folder, Ordinary A4 Folder, Ordinary Long Glue All Purpose 350 ml Glue Pen Paper Cutter, 12 Inch x Sinch Magazine Filer, w/ Cover (Double) Magazine Filer, w/o Cover (Double) Magazine Filer, w/o cover (Single) Magazine Filer, w/ Cover (Single) Paper Sticker, A4 10 Pcs/Pack (Glossy) Paper Sticker, long 10 Pcs/Pack (Glossy) Photopaper A4 Glossy Photopaper, Matte, 10 Pcs/Pack Push Pin, Flat Head type, Assorted Puncher for ID Card Record Book, 150 Pages Special Paper, A4 Masking Tape 3" Whiteboard 3FTx4Ft Double Sided Tape (Ordinary)	Use for Various Offices and Units at CAAP-Laguindingan and Camiguin Airport	Laguindingan area Center 10	PhP 56,915.63



Republic of the Philippines
CIVIL AVIATION AUTHORITY OF THE PHILIPPINES

8 Roll 5 Roll 4 Pcs	Duct Tape Laminating Film Glue Gun			
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Deadline of Submission: June 03, 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. Notarized Omnibus Sworn Statement
3. Should be registered in the PhilGEPS (as per GPPB Resolution No. 22-2006 dated December 6, 2006 and sub-section 4.5 of Section 4.0 of DBM Circular Letter No. 2011-6 dated August 25, 2011);
4. 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

CCC-Secretary

PMO Office, Laguindingan Area Center 10

Laguindingan Misamis Oriental

Signed:

JOHN ROVELL Z. SIJO

CCC-Chairperson