



Republika ng Pilipinas
PAMAHALAANG LUNGSOD NG TACLOBAN
(City Government of Tacloban)
Kanhuraw Hill, Tacloban City 6500



Bids and Awards Committee

INVITATION TO SUBMIT PRICE QUOTATIONS
FOR **OFFICE EQUIPMENT SUPPLIES AND CONSUMABLES** through Small Value
Procurement
BIDSTAC # SVP 296-2025 (12080658)
1st Posting

The City Government of Tacloban, through the BIDS AND AWARDS COMMITTEE (BAC) shall be contracting by Small Value Procurement for **OFFICE EQUIPMENT SUPPLIES AND CONSUMABLES** the **City Accountant's Office** PR No. **12404612** dated **5/20/25**, with a total Approved Budget of the Contract (ABC) of **Fifty-Three Thousand Seven Hundred Pesos & 00/100 (Php53,700.00)** only.

The above-mentioned item is a Small Value Procurement – intended for the official function of the requisitioning office, as stated on their Purchase Request.

Interested supplier may submit a proposal and must include the following documents on the deadline of submission:

- a. Valid Mayor's Business Permit
- b. PhilGEPS Registration Number/Organization ID Number
- c. **Notarized Original** Omnibus Sworn Statement (**Revised format GPPB Resolution No. 16-2020**)
- d. Brochure showing brand, model and specifications of the product being offered, if applicable.
- e. All photocopied documents submitted shall be a certified copy from the original.
- f. All documents must be enclosed in a properly labeled and sealed envelope, including the PR No.

All Interested Suppliers shall submit a proposal to the BAC Office, 4th Floor City Hall New Building, Kanhuraw Hill, Tacloban City, on or before **9:00 AM** on **June 5, 2025**. late submission of proposals shall not be accepted Opening of quotation shall be held at **2:00 PM** on **June 5, 2025**.

Sgd. JONATHAN R. HIJADA
(BAC Chairman)

Date Published: May 29, 2025