Ref. # 293-09-2026 SVP
Procurement of Goods
Tacloban City

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 **OFFICES SUPPLIES AND DEVICES** through Small Value Procurement
BIDSTAC # SVP 293-2026 (13267222)

1st Posting

The City Government of Tacloban, through the BIDS AND AWARDS COMMITTEE (BAC) shall be contracting by Small Value Procurement.

Name of Project : Procurement of **OFFICES SUPPLIES AND DEVICES**

Source of Funds : General Fund

Approved Budget for the Contract / Estimated Budget : **Php330,000.00**

Lot 1: PR No. 125111102 8/17/26	**OSCA**	**Php53,932.00**	Delivery Period: within (30) thirty days upon receipt of Purchase Order (PO) or as may be required by the appropriate authority. Administrative penalties pursuant to Rule XX, Section 97 and Rule XXI of RA 12009 shall be imposed for non-delivery without valid reason;
Lot 2: PR No. 525111394 9/15/26	**CSWDO**	**Php7,370.00**	Delivery Period: within (30) thirty days upon receipt of Purchase Order (PO) or as may be required by the appropriate authority. Administrative penalties pursuant to Rule XX, Section 97 and Rule XXI of RA 12009 shall be imposed for non-delivery without valid reason;
Lot 3: PR No. 426061913 9/9/26	**CGSO**	**Php233,100.00**	Delivery Period: within (30) thirty days upon receipt of Purchase Order (PO) or as may be required by the appropriate authority. Administrative penalties pursuant to Rule XX, Section 97 and Rule XXI of RA 12009 shall be imposed for non-delivery without valid reason;
Lot 4: PR No. 521481141 9/17/26	**MTCC**	**Php24,800.00**	Delivery Period: within (30) thirty days upon receipt of Purchase Order (PO) or as may be required by the appropriate authority. Administrative penalties pursuant to Rule XX, Section 97 and Rule XXI of RA 12009 shall be imposed for non-delivery without valid reason;

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 suppliers may submit a proposal per lot 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, onor before **9:00 AM** on **October 6, 2026.** late

submission of proposals shall not be accepted Opening of quotation shall be held at **2:00 PM** on **October 6, 2026**.

SGD.JONATHAN R. HIJADA
(BAC Chairman)

Date Published: October 2, 2026