



Republic of the Philippines
PROVINCE OF ZAMBOANGA DEL NORTE
BIDS AND AWARDS COMMITTEE
Provincial Capitol, Estaka, Dipolog City
Email add: bidsandawards22@gmail.com

August 09, 2023

INVITATION TO BID

The Provincial Government of Zamboanga del Norte through the Bids and Awards Committee (BAC) is inviting interested parties/ bidders to bid for the following contract:

Contract ID:	PR#200(01)23-08-003(AH)
Contract Name:	Procurement of Office Equipment Supplies and Consumables (Ballpen Fine Point 0.7/1.0 Blue and Black, & etc.)
Location/Purpose:	For the use of the Provincial Prosecutor's Office, Dipolog City, Zamboanga del Norte.
Approved Budget for the Contract (ABC):	P100,000.00 (inclusive of all applicable taxes)

- Bidders/ contractors must have an expertise in undertaking a similar project, completed at least two similar contracts which the equivalent amount is at least 25% of the proposed project for bidding within the last three years.
- Bidders are inform that the delivery term is 30 calendar days upon receipt of Notice to Proceed.
- Bidders/ Contractors shall submit their one (1) copy sealed envelope containing their technical and financial documents
- Documents submitted must be in accordance with the checklist provided and must have a corresponding label or name plates.
- The eligibility check/ screening as well as the Preliminary Examination of Bids shall use the non- discretionary "pass/ fail" criteria.
- Post qualification of the Lowest/ Single bids shall be conducted.
- All particulars relative to Eligibility Statement and Screening, Bid Security, Performance Security, Evaluation of Bids, Post Qualification and Award of the Contract shall be governed by the pertinent provision of RA 9184 and its Implementing Rules and Regulations (IRR).
- All bids must be accompanied by a bid security in any of the acceptable forms in the amount stated in ITB Clause 14.
- Bidding is restricted to Filipino Citizens/ sole proprietorships, partnerships or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.

The schedules of activities are listed as follows:

BAC ACTIVITIES	SCHEDULE
Advertisement / Posting	August 10 - 16, 2023
Availability and Issuance of Bidding Documents	August 10 - 17, 2023@ 08:30AM
Deadline for the Submission of Bids	August 17, 2023@ 08:30 AM
Bid Opening and Evaluation	August 17, 2023@ 09:00AM

- Payment for bidding documents is a non- refundable amount of **Five Hundred Pesos Only (Php500.00)** payable to the Office of the Provincial Treasurer, Provincial Capitol Building, Dipolog City.
- Prospective Bidders may obtain further information from the Office of the Bids and Awards Committee, Provincial Capitol Building during office hours @ 8:00AM - 5:00PM.
- Bids must be duly received by the BAC Secretariat through manual submission at the address stated above.
- The Provincial Government of Zamboanga del Norte reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
- **Bidding Documents will be electronically uploaded to the Philgeps website of the Provincial Office of Zamboanga del Norte at bidsandawards22@gmail.com.**

JOSEPH ALVIN N. AGOLONG
BAC Chairman

Annex A:

Procurement of Office Equipment Supplies and Consumables (Ballpen Fine Point 0.7/1.0 Blue and Black, & etc.)

PR# 200(01)23-08-003(AH)

ABC: **P100,000.00**

1. 100 pieces Ballpen Fine Point 0.7/1.0 Blue and Black
2. 50 pieces Correction Tape 20m
3. 80 pieces Envelope Kraft Long Brown
4. 225 pieces Folder Long US
5. 10 bottles Ink Stamping pad
6. 3 bottles Brother Ink BT 5000 Brother Magenta
7. 2 bottles Brother Ink BT 5000 Yellow
8. 5 bottles Brother Ink BT D60 Black
9. 2 bottles Brother Ink BT 5000 Cyan
10. 6 bottles Epson 003 Black
11. 3 bottles Epson 003 Yellow
12. 3 bottles Epson 003 Magenta
13. 3 bottles Epson 003 Cyan
14. 8 reams Onion Skin Long
15. 20 pieces Official Record Book 500 pages
16. 2 boxes Carbon Paper Long
17. 30 pads Yellow Pad Paper
18. 20 jars Paste (7oz/200grams)
19. 50 pieces Permanent Pen Blue and Black
20. 50 pieces Pencil #2
21. 5 pieces Ribbon Cartridge Epson No. 8750
22. 5 boxes Rubber Band (350 grams)
23. 50 pieces Sign Pen High-Tech Point 0.7
24. 50 boxes Staple Wire # 35 (big)
25. 22 pieces Packing Tape 2 inch
26. 15 pieces Clear Tape 1 inch
27. 20 pieces Clear Tape 2 inch
28. 30 boxes Paper Clip Big Plastic Coated
29. 30 boxes Paper Clip Small Plastic Coated
30. 140 reams Bond Paper Long US (subs 20) White
31. 50 boxes Paper Fastener Plastic Coated

Nothing follows