



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

January 10, 2024

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)23-12-087(Q)
Contract Name:	Procurement of Office Equipment Supplies and Consumables
Location/Purpose:	For the use of Zamboanga del Norte Medical Center.
Approved Budget for the Contract (ABC):	P913,770.00 (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	January 11 – 17, 2024
Availability and Issuance of Bidding Documents	January 11 - 18, 2024 @ 08:30AM
Deadline for the Submission of Bids	January 18, 2024 @ 08:30 AM
Bid Opening and Evaluation	January 18, 2024 @ 09:00AM

- Payment for bidding documents is a non- refundable amount of **One Thousand Pesos Only (Php1,000.00)** 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.**

ATTY. RAFAEL R. OSABEL, JR.
BAC Chairman

Annex A:

Procurement of Office Equipment Supplies and Consumables

PR# 200(01)23-12-087(Q)

ABC: **P913,770.00**

1. 1100 pc Ballpen (Black600/Blue 250/Red 150)
 2. 700 pc Battery AA
 3. 500 pc Battery AAA
 4. 60 pc Battery 5-C
 5. 300 ream Bond paper Ordinary Long subs. 20
 6. 500 ream Bond paper Ordinary short subs. 20
 7. 200 ream Bond paper, Us Long
 8. 600 ream Bond paper, Us short
 9. 150 roll Double sided Tape 1
 10. 400 pc Envelop Brown Long
 11. 200 pc Envelop Expanded, Long' (Assorted Color)
 12. 500 pc Folder, long 14 pts
 13. 200 pc Correction tape
 14. 19 bot Ink universal 1L (black 10, magenta 3, yellow 3, blue 3)
 15. 500 roll Masking tape 1
 16. 100 roll Packing tape 2
 17. 100 pack CD blank 50's
 18. 300 pc Paper fastener coated
 19. 100 pc Marker pen fine (black)
 20. 150 pc Record book 300
 21. 100 roll Scotch tape 2
 22. 100 pc Sign pen
 23. 1000 pc Cartolina (Assorted Colors) white/light blue/light pink
 24. 400 box Staple wire #35
 25. 25 pc White board Marker (Refill Ink)
 26. 100 box Paper Clip, big
 27. 20 pc Scissors, Big
 28. 50 pc Stapler w/ Remover heavy duty
 29. 250 pc Sticker Paper, Long
 30. 12 pc Cash Book
 31. 100 roll Thermal paper 50mm x 30m
 32. 10 pc Pencil Sharpener Heavy Duty
- ***Nothing Follows***