



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

**February 21, 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:

<b>Contract ID:</b>	<b>PR#200-24-02-006(Q)</b>
<b>Contract Name:</b>	<b>Procurement of Office Equipment Supplies and Consumables (Battery AA, &amp; etc.)</b>
<b>Location/Purpose:</b>	For the use of Zamboanga del Norte Medical Center. 1 <sup>st</sup> Quarter 2024.
<b>Approved Budget for the Contract (ABC):</b>	<b>P866,750.00</b> <b>(inclusive of all applicable taxes)</b>

- 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:

<b>BAC ACTIVITIES</b>	<b>SCHEDULE</b>
<b>Advertisement / Posting</b>	<b>February 22 - 28, 2024</b>
<b>Availability and Issuance of Bidding Documents</b>	<b>February 22, 2024 – March 01, 2024 @ 08:30AM</b>
<b>Deadline for the Submission of Bids</b>	<b>March 01, 2024 @ 08:30 AM</b>
<b>Bid Opening and Evaluation</b>	<b>March 01, 2024 @ 09:00AM</b>

- 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](mailto:bidsandawards22@gmail.com).**

**ATTY. RAFAEL R. OSABEL, JR.**  
 BAC Chairman

**Annex A:**

*Procurement of Office Equipment Supplies and Consumables (Battery AA, & etc.)*

PR# 200-24-02-006(Q)

ABC: **P866,750.00**

1. 500 pc Battery AA
  2. 1,200 pc Battery AAA
  3. 10 pc Pen Fine Tip Color
  4. 350 ream Bond Paper, US short subs. 21
  5. 300 ream Bond Paper, US long subs. 21
  6. 2,000 pc Ballpen (Black 1000/Blue 800/ Red 200)
  7. 100 pc Pencil 2
  8. 600 ream Bond Paper Ordinary Short subs. 20
  9. 400 ream Bond paper Ordinary Long subs. 20
  10. 200 roll Tape 2"
  11. 150 pc Correction Tape
  12. 150 roll Double Sided Tape 1"
  13. 300 pc Envelop Brown, Long
  14. 150 pc Envelop Brown, Short
  15. 70 pc Envelop Expanded (Assorted color)
  16. 22 pc Ink Universal 1L, (Black 14 Colored 8)
  17. 500 pc Folder, Long 14 pts.
  18. 400 pc Folder, Short
  19. 50 pcs Columnar book 24 columns
  20. 100 pc Highlighter Pen, Yellow 50/Green 50
  21. 150 pc Marker Pen Fine
  22. 200 box Paper clip Big"
  23. 200 box Paper clip Small"
  24. 150 box Paper Fastener coated
  25. 200 pc Record Book 300
  26. 200 box Staple Wire #35
  27. 300 roll Masking Tape 1"
  28. 100 roll Masking Tape 2"
  29. 250 pc Sticker paper Long
  30. 50 pc White Board Marker
  31. 60 pack CD Blank, 50's
  32. 1,000 pc Cartolina Assorted Color
- \*\*\*Nothing Follows\*\*\*