



Bid Notice Abstract

Invitation to Bid (ITB)

Reference Number 10365834
Procuring Entity PROVINCE OF PALAWAN
Title Procurement of Office Supplies
Area of Delivery Palawan

Solicitation Number: B1 GF POP 23-11-1457	Status	Active
Trade Agreement: Implementing Rules and Regulations	Associated Components	1
Procurement Mode: Public Bidding	Bid Supplements	0
Classification: Goods	Document Request List	4
Category: Office Supplies and Devices	Date Published	28/11/2023
Approved Budget for the Contract: PHP 1,786,284.90	Last Updated / Time	28/11/2023 00:00 AM
Delivery Period: 14 Day/s	Closing Date / Time	20/12/2023 09:00 AM
Client Agency:		
Contact Person: Arjay Ryan Cabanos Garcellano Executive Assistant I Capitol Compound Puerto Princesa City Palawan Philippines 5300 63-48-4235286 63-48-4235286 philgeps.palawanbac@gmail.com		

Description

INVITATION TO BID

The Provincial Government of Palawan through its Bids and Awards Committee (BAC) invites suppliers/manufacturers/ distributors/contractors to apply for eligibility and to bid for the hereunder project.

Name of the Project : Procurement of Office Supplies

Location of the Project : Puerto Princesa City

Delivery Period : Within fourteen (14) calendar days after the receipt of Notice To Proceed

Prospective bidders should have experience in undertaking a similar project within the last 2 years with an amount of:

a) For the procurement of Non-expendable Supplies and Services: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC.

b) For the procurement of Expendable Supplies: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least twenty-five percent (25%) of the ABC.

The Eligibility Check/Screening as well as the Preliminary Examination of Bids shall use non-discretionary "pass/fail" criteria. Post-qualification of the lowest calculated bid shall be conducted.

All particulars relative to Eligibility Statement and Screening, Bid Security, Performance Security, Pre-bidding Conference(s), Evaluation of Bids, Post-Qualification, and Award of Contract shall be governed by the pertinent provisions of RA 9184 and its Implementing Rules and regulation (IRR).

The complete schedule of activities is listed, as follows:

ACTIVITIES SCHEDULE

Pre-procurement N/A

Issuance of Bid Documents November 28, 2023

Pre-bid Conference December 6, 2023

Opening of Bids December 20, 2023, at 9:30AM

Bid Documents will be available only to prospective bidders upon payment of a non-refundable amount of Five Thousand Pesos (P 5,000.00) to the Provincial Treasurer's Office and must be submitted to the BAC Secretariat at BAC Conference Room, East Wing, 2nd floor, Gov. Ramon V. Mitra Building, Capitol Compound, Puerto Princesa City, on or before 9:00 AM of December 20, 2023 (Date of Opening of Bids). For inquiries, contact Nicole Francine P. Wu at telephone number (048)423-5286.

The Provincial Government of Palawan assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of the bid.

The Bids and Awards Committee is not honoring nor is involved in any pre-arranged agreements made between the end-user units and supplier/contractors.

PhilGEPS : November 28, 2023 – December 20, 2023

Approved by:

CHRISTIAN JAY V. COJAMCO
BAC - Chairman

Pre-bid Conference

Date	Time	Venue
06/12/2023	9:00:00 AM	BAC Secretariat at BAC Conference Room, East Wing, 2nd floor, Gov. Ramon V. Mitra Building, Capitol Compound, Puerto Princesa City

Other Information

- 1 Air Freshener, Aerosol, 280ml/150 min
- 25 cans
- 2 Masking Tape 24mm 100 rolls
- 3 Masking Tape 48mm 150 rolls
- 4 Tape Transparent 24mm 150 rolls
- 5 Tape Transparent 48mm 100 rolls
- 6 Tape Packaging 48mm 150 rolls
- 7 Correction Tape 100 pieces
- 8 Data File box, made of chipbord, with close ends 120 boxes
- 9 Disinfectant Spray, aerosol type, 400-550 grams 50 cans
- 10 Envelope Mailing, White, with window 60 boxes
- 11 Notepad, Stick on, 50mmx76mm (2" x 3") min. 100 pads
- 12 Notepad, Stick on, 76mmx100mm (3" x 4") min. 100 pads
- 13 Notepad, Stick on, 76mmx76mm (3" x 3") min. 100 pads
- 14 Marker, permanent, bullet type, black 100 boxes
- 15 Marker, whiteboard, bullet type, black 100 boxes
- 16 Marker, whiteboard, bullet type, blue 100 boxes
- 17 Marker, whiteboard, bullet type, red 100 boxes
- 18 Paper, Multicopy, Legal, 80GSM, 216mm x 330mm 1,195 reams
- 19 Paper, Multicopy, A4, 80GSM, 210mm x 297mm 1,195 reams
- 20 Record Book, 300 pages, size: 214mm x 278mm min. 150 books
- 21 Record Book, 500 pages, size: 218mm x 280mm min. 100 books
- 22 Stapler, Wire, Standard (26/6) #35 100 boxes
- 23 Scissors, symmetrical, blade length: 65mm 25 pieces
- 24 Puncher 15 pieces
- 25 Tape Dispenser, 24mm width tape 25 pieces
- 26 Double Sided Tape 24mm 150 rolls
- 27 Expanding Folder, Long 100 pieces
- 28 Folder, White, Legal, 100pcs/pack 120 packs
- 29 Ink Cart, EPSON 003 (C13T00V100) Black 90 bottles
- 30 Ink Cart, EPSON 003 (C13T00V200) Cyan 50 bottles
- 31 Ink Cart, EPSON 003 (CT13T00V300) Magenta 50 bottles
- 32 Ink Cart, EPSON 003 (CT13T00V400) Yellow 50 bottles
- 33 Kyocera, Toner Kit TK1175 48 carts
- 34 Sign Pen, broad/large, 1.0 black 37 boxes
- 35 Pen, Ball Point, 50pens/box blue 30 boxes
- 36 Pen, Ball Point, 50pens/box black 30 boxes
- 37 Paper Clip, 33mm, 100 pcs/box or 52grams 100 boxes
- 38 Paper Clip, 50mm, 100 pcs/box or 52grams 70 boxes
- 39 Paper Fastener, Plastic 200 boxes
- 40 Photo paper, 8.5x13 inches 80 boxes
- 41 Push pin, 100pcs/box 20 packs
- 42 Ruler, plastic 300mm 20 pieces
- 43 Multipurpose Glue 130 grams 15 bottles
- 44 Binder Clips 1 1/4 inch 5 boxes
- 45 Binder Clips 2 inch 5 boxes
- 46 Binder Clips 3 inch 5 boxes
- 47 Stapler, Standard Type, Load Cap: 200staples with wire remover 50 pieces
- 48 Stamp Pad Ink 30 mL Black 10 bottles
- 49 Stamp Pad Ink 30 mL Purple 10 bottles
- 50 Sticker paper, 8.5x13 inches 100 sets
- 51 Pencil (No. 2) 30 boxes

Purpose: For the use of Peace and Order Program and other Law Enforcement Task Force Agencies.
x-x-x-x Nothing Follows x-x-x-x

Created by Arjay Ryan Cabanos Garcellano

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