



Republic of the Philippines  
Office of the Mayor  
**BIDS AND AWARDS COMMITTEE**  
Dagupan City



# **PHILIPPINE BIDDING DOCUMENTS**

(As Harmonized with Development Partners)

# **Procurement of GOODS**

Government of the Republic of the Philippines

**PROCUREMENT OF VARIOUS OFFICE  
SUPPLIES AND OTHER SUPPLIES FOR  
VARIOUS OFFICES / DEPARTMENTS USE  
(2nd QUARTER), DAGUPAN CITY  
GOODS-033CB-2024 / PR NO. 2024-04043-018)**

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# Glossary of Acronyms, Terms, and Abbreviations

**ABC** – Approved Budget for the Contract.

**BAC** – Bids and Awards Committee.

**Bid** – A signed offer or proposal to undertake a contract submitted by a bidder in response to and in consonance with the requirements of the bidding documents. Also referred to as *Proposal* and *Tender*. (2016 revised IRR, Section 5[c])

**Bidder** – Refers to a contractor, manufacturer, supplier, distributor and/or consultant who submits a bid in response to the requirements of the Bidding Documents. (2016 revised IRR, Section 5[d])

**Bidding Documents** – The documents issued by the Procuring Entity as the bases for bids, furnishing all information necessary for a prospective bidder to prepare a bid for the Goods, Infrastructure Projects, and/or Consulting Services required by the Procuring Entity. (2016 revised IRR, Section 5[e])

**BIR** – Bureau of Internal Revenue.

**BSP** – Bangko Sentral ng Pilipinas.

**Consulting Services** – Refer to services for Infrastructure Projects and other types of projects or activities of the GOP requiring adequate external technical and professional expertise that are beyond the capability and/or capacity of the GOP to undertake such as, but not limited to: (i) advisory and review services; (ii) pre-investment or feasibility studies; (iii) design; (iv) construction supervision; (v) management and related services; and (vi) other technical services or special studies. (2016 revised IRR, Section 5[i])

**CDA** - Cooperative Development Authority.

**Contract** – Refers to the agreement entered into between the Procuring Entity and the Supplier or Manufacturer or Distributor or Service Provider for procurement of Goods and Services; Contractor for Procurement of Infrastructure Projects; or Consultant or Consulting Firm for Procurement of Consulting Services; as the case may be, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

**CIF** – Cost Insurance and Freight.

**CIP** – Carriage and Insurance Paid.

**CPI** – Consumer Price Index.

**DDP** – Refers to the quoted price of the Goods, which means “delivered duty paid.”

**DTI** – Department of Trade and Industry.

**EXW** – Ex works.

**FCA** – “Free Carrier” shipping point.

**FOB** – “Free on Board” shipping point.

**Foreign-funded Procurement or Foreign-Assisted Project**– Refers to procurement whose funding source is from a foreign government, foreign or international financing institution as specified in the Treaty or International or Executive Agreement. (2016 revised IRR, Section 5[b]).

**Framework Agreement** – Refers to a written agreement between a procuring entity and a supplier or service provider that identifies the terms and conditions, under which specific purchases, otherwise known as “Call-Offs,” are made for the duration of the agreement. It is in the nature of an option contract between the procuring entity and the bidder(s) granting the procuring entity the option to either place an order for any of the goods or services identified in the Framework Agreement List or not buy at all, within a minimum period of one (1) year to a maximum period of three (3) years. (GPPB Resolution No. 27-2019)

**GFI** – Government Financial Institution.

**GOCC** – Government-owned and/or –controlled corporation.

**Goods** – Refer to all items, supplies, materials and general support services, except Consulting Services and Infrastructure Projects, which may be needed in the transaction of public businesses or in the pursuit of any government undertaking, project or activity, whether in the nature of equipment, furniture, stationery, materials for construction, or personal property of any kind, including non-personal or contractual services such as the repair and maintenance of equipment and furniture, as well as trucking, hauling, janitorial, security, and related or analogous services, as well as procurement of materials and supplies provided by the Procuring Entity for such services. The term “related” or “analogous services” shall include, but is not limited to, lease or purchase of office space, media advertisements, health maintenance services, and other services essential to the operation of the Procuring Entity. (2016 revised IRR, Section 5[r])

**GOP** – Government of the Philippines.

**GPPB** – Government Procurement Policy Board.

**INCOTERMS** – International Commercial Terms.

**Infrastructure Projects** – Include the construction, improvement, rehabilitation, demolition, repair, restoration or maintenance of roads and bridges, railways, airports, seaports, communication facilities, civil works components of information technology projects, irrigation, flood control and drainage, water supply, sanitation, sewerage and solid waste management systems, shore protection, energy/power and electrification facilities, national buildings, school buildings, hospital buildings, and other related construction projects of the government. Also referred to as *civil works or works*. (2016 revised IRR, Section 5[u])

**LGUs** – Local Government Units.

**NFCC** – Net Financial Contracting Capacity.

**NGA** – National Government Agency.

**PhilGEPS** - Philippine Government Electronic Procurement System.

**Procurement Project** – refers to a specific or identified procurement covering goods, infrastructure project or consulting services. A Procurement Project shall be described, detailed, and scheduled in the Project Procurement Management Plan prepared by the agency which shall be consolidated in the procuring entity's Annual Procurement Plan. (GPPB Circular No. 06-2019 dated 17 July 2019)

**PSA** – Philippine Statistics Authority.

**SEC** – Securities and Exchange Commission.

**SLCC** – Single Largest Completed Contract.

**Supplier** – refers to a citizen, or any corporate body or commercial company duly organized and registered under the laws where it is established, habitually established in business and engaged in the manufacture or sale of the merchandise or performance of the general services covered by his bid. (Item 3.8 of GPPB Resolution No. 13-2019, dated 23 May 2019). Supplier as used in these Bidding Documents may likewise refer to a distributor, manufacturer, contractor, or consultant.

**UN** – United Nations.

## **Section I. Invitation to Bid**



**Republic of the Philippines**  
Office of the Mayor  
**BIDS AND AWARDS COMMITTEE**  
Dagupan City



**INVITATION TO BID**

**PROCUREMENT OF VARIOUS OFFICE SUPPLIES AND OTHER  
SUPPLIES FOR VARIOUS OFFICES / DEPARTMENTS USE  
(2nd QUARTER), DAGUPAN CITY  
(GOODS-033CB-2024 / PR NO. 2024-04043-018)**

1. The **City Government of Dagupan**, through the **GENERAL FUND CY 2024**, intends to apply the sum of **ONE MILLION SEVEN HUNDRED SIXTY FIVE THOUSAND ONE HUNDRED FORTY SEVEN AND 95/100 PHILIPPINE PESOS (PhP 1,765,147.95)** being the Approved Budget for the Contract (ABC) to payment under the contract for **“PROCUREMENT OF VARIOUS OFFICE SUPPLIES AND OTHER SUPPLIES FOR VARIOUS OFFICES / DEPARTMENTS USE (2nd QUARTER), DAGUPAN CITY”**. Bids received in excess of the ABC shall be automatically rejected during the bid opening.

Item No.	Item Description	Qty	Unit	Approved Budget for Contract
1	ADDING MACHINE TAPE, 2"	1	roll	40.50
2	ADHESIVE QUICK BOND, 3g/tube	1	tube	79.70
3	AIR FRESHENER REFILL, for Auto Spray, 269ml	5	piece	371.60
4	AIR FRESHENER, 320ml/can	38	can	281.70
5	AIR FRESHENER, Auto Spray, 269ml	4	piece	640.60
6	ALCOHOL, Ethyl, 70% Solution, 1gallon/bottle	2	bottle	729.00
7	ALCOHOL, Ethyl, 70% Solution, 1liter/bottle Pump	6	bottle	252.80
8	ALCOHOL, Ethyl, 70% Solution, 500ml/bottle	68	bottle	111.90
9	ALCOHOL, Ethyl, 70% Solution, 500ml/bottle Pump	15	bottle	145.70
10	ALCOHOL, Isopropyl, 70% Solution, 1gallon/bottle	18	bottle	762.30
11	ALCOHOL, Isopropyl, 70% Solution, 500ml/bottle	20	bottle	114.80
12	ALCOHOL, Isopropyl, 70% Solution, 500ml/bottle Pump	14	bottle	147.90
13	AUTO VOLTAGE REGULATOR, 4 sockets	4	piece	337.50
14	BALLPEN, Crystal Tech, 0.5, 50s/box, Black	33	box	405.00
15	BALLPEN, Crystal Tech, 0.5, 50s/box, Blue	2	box	405.00
16	BALLPEN, Crystal Tech, 0.5, Blue	2	piece	8.10
17	BALLPEN, Crystal Tech, 0.5, Red	1	piece	8.10
18	BALLPEN, Fine Tip, 0.5, Black	161	piece	33.80
19	BALLPEN, Fine Tip, 0.5, Red	13	piece	33.80

20	BALLPEN, Retractable, 0.5, Black	183	piece	9.50
21	BALLPEN, Retractable, 0.5, Blue	23	piece	9.50
22	BALLPEN, Retractable, 0.5, Red	13	piece	9.50
23	BALLPEN, Tech Point, 0.3mm, Black	10	piece	94.50
24	BATHROOM SOAP, 125g/box	22	box	58.00
25	BATHROOM SOAP, 175g/box	30	box	80.90
26	BATHROOM SOAP, 55g/pack	15	pack	24.00
27	BATHROOM SOAP, 85g/box	1	box	47.40
28	BATTERY, Dry Cell, 9 volts, 1pc/pack	3	pack	269.40
29	BATTERY, Dry Cell, Size AA, 4pcs/pack	12	pack	117.80
30	BATTERY, Dry Cell, Size AAA, 4pcs/pack	18	pack	152.60
31	BATTERY, Rechargeable, Size AA, 2pcs/pack	2	pack	708.10
32	BATTERY, Rechargeable, Size AAA, 2pcs/pack	2	pack	856.60
33	BLEACHING SOLUTION, 100ml/bottle	25	bottle	11.40
34	BLEACHING SOLUTION, 100ml/bottle x 72bottles/box	3	box	816.50
35	BLEACHING SOLUTION, 1gallon/bottle	11	bottle	172.80
36	BLEACHING SOLUTION, 1liter/bottle	2	bottle	51.80
37	BOND PAPER, A4, Subs. 20, 500sheets/ream	134	ream	310.50
38	BOND PAPER, Legal, Subs. 18, 500sheets/ream	15	ream	248.80
39	BOND PAPER, Legal, Subs. 18, Colored, 500sheets/ream	5	ream	499.50
40	BOND PAPER, Legal, Subs. 20, 500sheets/ream	133	ream	324.00
41	BOND PAPER, Letter, Subs. 18, 500sheets/ream	15	ream	241.40
42	BOND PAPER, Letter, Subs. 18, Colored, 500sheets/ream	5	ream	472.50
43	BOND PAPER, Letter, Subs. 20, 500sheets/ream	80	ream	283.50
44	BOOK PAPER, A4, Subs. 20, 500sheets/ream	47	ream	310.50
45	BOOK PAPER, Legal, Subs. 20, 500sheets/ream	72	ream	324.00
46	BOOK PAPER, Letter, Subs. 20, 500sheets/ream	72	ream	283.50
47	BOOKBIND COVER, Long, Clear Plastic, 5s/pack	22	pack	202.50
48	BOOKBIND COVER, Short, Clear Plastic, 5s/pack	7	pack	147.15
49	BROOM, Soft (Tambo)	19	piece	189.00
50	BROOM, Stick (Ting-ting)	18	piece	74.30
51	BROOM, Stick (Ting-ting), with Long	4	piece	128.30



	Wooden Handle			
52	CALCULATOR, Basic Compact, 12 Digits	5	piece	618.30
53	CALCULATOR, Basic Compact, 14 Digits	3	piece	807.30
54	CALCULATOR, Basic Compact, 16 Digits	5	piece	1,252.80
55	CARTOLINA, Single, White	1	pack	13.50
56	CEILING COBWEB REMOVER, long Wooden/ Plastic Handle	1	piece	418.50
57	CLEANER, Toilet Bowl and Urinal, 500ml/bottle	6	bottle	139.10
58	CLEANER, Toilet Bowl and Urinal, 900ml/bottle	15	bottle	202.40
59	CLEANSER, Scouring Powder, 350g/canister	26	canister	47.30
60	CLEARBOOK, 20 pockets, Legal Size	5	piece	132.70
61	CLIP BACKFOLD, Metal Clamping, 32mm, 12s/box	30	box	81.00
62	CLIP BACKFOLD, Metal Clamping, 50mm, 12s/box	14	box	145.80
63	CLIP BULLDOG, Big, 12pcs/box	8	box	178.20
64	CLIP BULLDOG, Small, 12pcs/box	8	box	106.00
65	CLIPBOARD, A4 Size, Metal Clamping, Plastic Board	17	piece	189.00
66	CLIPBOARD, FC Legal, Metal Clamping, Plastic Board	13	piece	201.20
67	CLOTH, Franela	2	piece	40.50
68	COMPACT DISC, ReWriteable, with Case	400	piece	135.00
69	CORRECTION TAPE REFILL, 6m x 5mm, 2pcs/pack	29	pack	91.20
70	CORRECTION TAPE, 8m x 5mm	167	piece	60.80
71	CORRECTION TAPE, Refillable, 6m x 5mm	6	pack	91.20
72	CUTTER BLADE, Heavy Duty Refill, 10pcs/tube	3	tube	106.40
73	CUTTER, Heavy Duty	5	piece	101.30
74	DATA FILE BOX, Double	6	piece	299.70
75	DATA FILE BOX, Single	5	piece	203.60
76	DATA FILE BOX, Triple	10	piece	499.20
77	DATA Folder 3" Ledger 70mm Long two tables Green	1	piece	700.00
78	DATER STAMP, 3mm	1	piece	196.50
79	DETERGENT BAR, 125g/piece	30	piece	17.00
80	DETERGENT BAR, 380g/piece	31	piece	43.90
81	DETERGENT POWDER, 1kg/pack	9	pack	152.90
82	DETERGENT POWDER, 50g/pack	311	pack	10.50
83	DISHWASHING FOAM, 100x70x40mm	22	piece	51.80
84	DISHWASHING LIQUID, 240ml/bottle	39	bottle	130.00
85	DISHWASHING LIQUID, 780ml/bottle	14	bottle	302.40

86	DISHWASHING LIQUID, Refill, 550ml/pack	2	pack	224.30
87	DISINFECTANT LIQUID, Multi Surface Cleaner, 900ml/bottle	18	bottle	252.20
88	DISINFECTANT SPRAY, 340g/can	31	can	550.80
89	DISINFECTANT SPRAY, 510g/can	20	can	722.30
90	DOOR MAT, Cloth	54	piece	67.50
91	DOOR MAT, Rubber	4	piece	418.50
92	DRY SEAL, Machine Engraved, Customized Logo	2	piece	2,362.50
93	DUSTPAN, Plastic, Large, with Handle	12	piece	87.80
94	ELECTRICAL TAPE, Big	2	piece	83.70
95	ENVELOPE, Brown, A4, 500pcs/box	1	box	2,700.00
96	ENVELOPE, Brown, Legal, 500pcs/box	2	box	3,375.00
97	ENVELOPE, Brown, Legal, Single	144	piece	6.80
98	ENVELOPE, Brown, Short, Single	294	piece	5.40
99	ENVELOPE, Expanding, Kraftboard, Long	90	piece	23.00
100	ENVELOPE, Expanding, Kraftboard, Long, 100pcs/box	3	box	2,295.00
101	ENVELOPE, Mailing, White, Long, 500s/box	24	box	415.80
102	ENVELOPE, Mailing, White, Short, 500s/box	1	box	310.50
103	FABRIC CONDITIONER, 22ml/pack	135	pack	10.80
104	FACIAL TISSUE, 100s/pack	19	pack	137.70
105	FEATHER DUSTER, Plastic Handle	5	piece	76.20
106	FILE ORGANIZER BOX, with Cover, Chipboard, 11x15 5/8x11	6	piece	431.70
107	FLASH DRIVE, 16gb	4	piece	337.50
108	FLASH DRIVE, 32gb	16	piece	540.00
109	FLASH DRIVE, 64gb	5	piece	1,080.00
110	FOLDER, Pressboard, Long	25	piece	27.00
111	FOLDER, Pressboard, Long, 100sheets/box	9	box	2,700.00
112	FOLDER, Pressboard, Short	25	piece	23.00
113	FOLDER, Pressboard, Short, 100sheets/box	4	box	2,295.00
114	FOLDER, Sliding, Cardboard, Long	40	piece	21.60
115	FOLDER, Sliding, Cardboard, Short	40	piece	16.20
116	FOLDER, Tagboard, Long	15	piece	8.10
117	FOLDER, Tagboard, Long, 100pcs/pack	3	pack	810.00
118	FOLDER, Tagboard, Short	5	piece	6.10
119	FOLDER, Tagboard, Short, 100pcs/pack	3	pack	607.50
120	FURNITURE CLEANER, with Cleansing Conditioner, 330ml/can	6	can	410.20
121	GLASS CLEANER, with Sprayer, 350ml/bottle	3	bottle	170.40
122	GLASS CLEANER, with Sprayer,	4	bottle	216.00

	500ml/bottle			
123	GLUE GUN, Heavy Duty	3	piece	337.20
124	GLUE STICK, 4s/pack	10	pack	87.80
125	GLUE, All Purpose, 130g/jar	5	jar	78.30
126	GLUE, All Purpose, 240g/jar	2	jar	168.80
127	GLUE, All Purpose, Water Well, 200g/jar	3	jar	74.30
128	GUN TACKER WIRE, T50, 1250pcs/box	1	box	216.00
129	GUN TACKER, Heavy Duty	2	piece	3,304.80
130	HAND SANITIZER, 200ml/bottle	11	bottle	256.50
131	HAND TOWEL, Cotton	10	piece	60.80
132	HDMI CABLE, 20 meters	1	piece	2,160.00
133	HDMI CABLE, 20 meters	1	piece	4,725.00
134	INDEX CARD, 3x5, 100s/pack	2	pack	36.50
135	INDEX CARD, 5x8, 100s/pack	4	pack	64.80
136	INSECTICIDE SPRAY, 500ml/can	25	can	509.50
137	KEYBOARD MOUSE PACK, Wired, USB Connection	2	pack	1,181.30
138	KEYBOARD, with NumPad, Wired, USB Connection	1	piece	567.00
139	LAMINATING FILM, A4, 222x286mm x 125microns/box	2	box	759.40
140	LIQUID SOSA, 500ml/bottle	17	bottle	153.90
141	MANILA PAPER, 24sheets/roll	4	roll	175.50
142	MARKER INK REFILL, Permanent, 20ml/bottle, Black	1	bottle	108.00
143	MARKER, Fluorescent, 3 assorted colors/set	19	set	68.90
144	MARKER, Permanent, Broad Tip, Black	30	piece	50.00
145	MARKER, Permanent, Broad Tip, Blue	12	piece	50.00
146	MARKER, Permanent, Fine Tip, 12pcs/box, Black	4	box	599.40
147	MARKER, Permanent, Fine Tip, 12pcs/box, Blue	2	box	599.40
148	MARKER, Permanent, Fine Tip, 12pcs/box, Red	2	box	599.40
149	MARKER, Whiteboard, Broad Tip, Black	13	piece	81.00
150	MARKER, Whiteboard, Fine Tip, Black	16	piece	81.00
151	MARKER, Whiteboard, Fine Tip, Blue	3	piece	81.00
152	MARKER, Whiteboard, Fine Tip, Red	3	piece	81.00
153	MOP HANDLE, Metal Handle, Metal Frame, 5ft	4	piece	374.00
154	MOP HANDLE, Plastic Handle, Plastic Frame, Heavy Duty, 5ft	4	piece	469.00
155	MOP SQUEEZER, Tornado	2	set	2,211.30
156	MOPHEAD, Cotton, 500g	6	piece	139.20

157	MOPHEAD, Cotton, 600g	20	piece	162.50
158	MOUSE PAD, Basic	6	piece	54.00
159	MOUSE, Wireless, USB Bluetooth Connection	13	piece	776.30
160	MURIATIC ACID, 1gallon/bottle	5	bottle	337.50
161	MURIATIC ACID, 1L/bottle	13	bottle	144.50
162	MURIATIC ACID, 500ml/bottle	1	bottle	64.80
163	NOTE PAD, Stick On, 2" x 3", 100sheets/pad	11	pad	51.00
164	NOTE PAD, Stick On, 3" x 3", 100sheets/pad	40	pad	72.30
165	NOTE PAD, Stick On, 3" x 4", 100sheets/pad	12	pad	98.60
166	NOTE PAD, Stick On, 3" x 5", 100sheets/pad	10	pad	113.40
167	NOTEBOOK, Spiral, 80 leaves	29	piece	35.10
168	PAD PAPER, Yellow Pad, 80leaves/pad	17	pad	81.00
169	PAPER BINDING COMB, Plastic, 1"	5	piece	54.00
170	PAPER CLIP, Plastic Coated, 33mm, 50g/box	14	box	20.30
171	PAPER CLIP, Plastic Coated, 50mm, 50g/box	6	box	37.80
172	PAPER CUTTER, Wooden Base, 12x15	1	piece	1,392.20
173	PAPER FASTENER, Metal, Non-Rust, 50s/box	2	box	229.50
174	PAPER FASTENER, Plastic, 50S/BOX	20	box	60.80
175	PAPER TOWEL, Jumbo Roll, 2ply	14	roll	260.60
176	PAPER, Parchment, A4, Multi-Purpose	6	pack	135.00
177	PAPER, Thermal, 55gsm, 216mm x 30m	10	roll	125.60
178	PASTE, Water Well, 200g/jar	2	jar	74.30
179	PEN HOLDER, Steel	1	piece	60.80
180	PENCIL SHARPENER, Manual, Sigle Cutter Head	3	piece	465.80
181	PENCIL, Lead #1, 12s/box	3	box	111.10
182	PENCIL, Lead #2, 12s/box	8	box	111.10
183	PHOTO PAPER, A3, 230g, Glossy, 20s/pack	4	pack	336.20
184	PHOTO PAPER, A4, 230g, Glossy, 20s/pack	24	pack	135.00
185	PLASTIC COVER, 1yard/roll	20	roll	86.40
186	PRINTER INK CARTRIDGE, Canon 810, Black	1	piece	1,458.00
187	PRINTER INK CARTRIDGE, Canon 811, Tri-Color	2	piece	1,923.80
188	PRINTER INK CARTRIDGE, HP 680, Black	6	piece	726.30
189	PRINTER INK CARTRIDGE, HP 680, Tri-	4	piece	726.30

	Color			
190	PRINTER INK CARTRIDGE, HP 704, Black	2	piece	708.80
191	PRINTER INK CARTRIDGE, HP 704, Colored	2	piece	708.80
192	PRINTER INK REFILL, Brother BT D60, 108.0ml/bottle, Black	7	bottle	526.50
193	PRINTER INK REFILL, Brother BT5000, 48.8ml/bottle, Cyan	9	bottle	526.50
194	PRINTER INK REFILL, Brother BT5000, 48.8ml/bottle, Magenta	9	bottle	526.50
195	PRINTER INK REFILL, Brother BT5000, 48.8ml/bottle, Yellow	9	bottle	526.50
196	PRINTER INK REFILL, Brother BT6000, 108.0ml/bottle, Black	2	bottle	526.50
197	PRINTER INK REFILL, Canon GI790, 135ml/bottle, Black	2	bottle	506.30
198	PRINTER INK REFILL, Canon GI790, 70ml/bottle, Cyan	2	bottle	506.30
199	PRINTER INK REFILL, Canon GI790, 70ml/bottle, Magenta	2	bottle	506.30
200	PRINTER INK REFILL, Canon GI790, 70ml/bottle, Yellow	2	bottle	506.30
201	PRINTER INK REFILL, Epson 003, 65ml/bottle, Black	67	bottle	421.90
202	PRINTER INK REFILL, Epson 003, 65ml/bottle, Cyan	30	bottle	421.90
203	PRINTER INK REFILL, Epson 003, 65ml/bottle, Magenta	30	bottle	421.90
204	PRINTER INK REFILL, Epson 003, 65ml/bottle, Yellow	30	bottle	421.90
205	PRINTER INK REFILL, Epson T6641, 70ml/bottle, Black	2	bottle	421.90
206	PRINTER INK REFILL, Epson T6642, 70ml/bottle, Cyan	2	bottle	421.90
207	PRINTER INK REFILL, Epson T6643, 70ml/bottle, Magenta	2	bottle	421.90
208	PRINTER INK REFILL, Epson T6644, 70ml/bottle, Yellow	2	bottle	421.90
209	PUNCHER, Paper, Heavy Duty, Two Hole Guide	3	piece	263.30
210	PUSH BRUSH, Plastic Handle	2	piece	553.50
211	PUSH PIN, 100pcs/box	1	box	43.20
212	PVC ID PRINTER RIBBON, CS-2 series, YMCKO with 400 PVC pack	2	pack	11,596.00
213	RAG, Cotton, 8"	96	piece	9.50
214	RECORD BOOK, Hard Bound, 150 pages	18	piece	74.30
215	RECORD BOOK, Hard Bound, 200 pages	12	piece	94.50

216	RECORD BOOK, Hard Bound, 300 pages	10	piece	114.80
217	RECORD BOOK, Hard Bound, 500 pages	10	piece	135.00
218	RECORD BOOK, Hard Bound, 500 pages (Big)	15	piece	135.00
219	RIBBON CARTRIDGE, Epson C13S015632, Black, for LX-310	60	piece	162.00
220	RJ45 CONNECTOR, Passthrough, 100s/pack	1	pack	1,822.50
221	RUBBER BAND, #14	10	box	229.50
222	RUBBER BAND, #18	5	box	359.18
223	RULER, Plastic, 18"	7	piece	81.00
224	RULER, Steel, 18"	3	piece	148.50
225	SCISSORS, Multi-Purpose, 8"	11	pair	108.00
226	SCOURING PAD, 3pcs/pack	10	pack	108.00
227	SCOURING PAD, with Foam	18	piece	51.80
228	SIGN PEN, Gel Point, 0.5mm, Black	37	piece	128.30
229	SIGN PEN, Gel Point, 0.7mm, Black	12	piece	128.30
230	SIGN PEN, Gel Point, 1.0mm, Black	5	piece	128.30
231	SIGN PEN, Impact Gel, 1.0mm, Black	11	piece	128.30
232	SOAP, Hand Wash Liquid, 225ml/bottle	11	bottle	121.50
233	SOAP, Hand Wash Liquid, 500ml/bottle	4	bottle	251.10
234	SPECIALTY PAPER, 220gsm, A4, 100sheets/bundle	4	bundle	391.50
235	SPECIALTY PAPER, 220gsm, A4, 10sheets/pack	11	pack	51.30
236	SPECIALTY PAPER, 220gsm, Long, 100sheets/bundle	3	bundle	438.80
237	SPECIALTY PAPER, 220gsm, Long, 10sheets/pack	2	pack	54.00
238	SPECIALTY PAPER, 220gsm, Short, 100sheets/bundle	2	bundle	364.50
239	SPONGE, Regular, with Scrub Pad	14	piece	51.80
240	STAMP PAD INK, 950ml/bottle	6	bottle	267.30
241	STAMP PAD, Big	4	piece	91.80
242	STAMP PAD, Small	2	piece	66.20
243	STAMP, Self Inking, Customized, Big	1	piece	1,529.30
244	STAMP, Self Inking, Customized, Small	4	piece	1,098.60
245	STAPLE REMOVER, Plier Type	5	piece	101.30
246	STAPLE REMOVER, Twin Jaws	5	piece	35.50
247	STAPLE WIRE, #10, 1000pcs/box	3	box	16.20
248	STAPLE WIRE, #35, 5000pcs/box	20	box	94.50
249	STAPLER, #35, Heavy Duty, with Staple Remover	25	piece	540.00
250	STICK ON NOTES, 1.3x4.3, 5 Colors x 25Sheets/pack	22	pack	32.10
251	STICKER PAPER, A4, Glossy, 10sheets/pack	2	pack	81.00

252	STICKER PAPER, A4, Matte, 10sheets/pack	19	pack	81.00
253	STICKER PAPER, Legal, Glossy, 10sheets/pack	20	pack	81.00
254	STORAGE BOX, Plastic, with Cover, 87 Liters	9	piece	1,086.80
255	TAPE DISPENSER, Heavy Duty, 1", Desktop	3	piece	172.80
256	TAPE, Double Sided, 1"	8	roll	124.20
257	TAPE, Double Sided, 1/2"	6	roll	72.90
258	TAPE, Double Sided, 3/4"	7	roll	111.40
259	TAPE, Duct, 2"	8	roll	260.60
260	TAPE, Masking, 1"	34	roll	48.60
261	TAPE, Masking, 2"	33	roll	95.90
262	TAPE, Packaging, 2"	23	roll	66.20
263	TAPE, Transparent, 1"	11	roll	25.40
264	TAPE, Transparent, 2"	26	roll	34.10
265	THUMB TACKS, 90pcs/box	7	box	16.20
266	TISSUE PAPER, 2ply, 12rolls/pack	107	pack	235.40
267	TISSUE PAPER, 2ply, 9rolls/pack	11	pack	178.50
268	TOILET BOWL AND URINAL CLEANER, 900ml/bottle	16	bottle	202.40
269	TOILET BOWL BRUSH, Metal Handle	2	piece	91.80
270	TOILET BOWL BRUSH, Wooden Handle	2	piece	87.80
271	TOILET DEODORANT CAKE, 100g	40	piece	69.60
272	TOILET DEODORANT CAKE, 50g	86	piece	39.70
273	TOILET SUCTION PUMP, Rubber, Wooden Handle	2	piece	140.40
274	TONER CARTRIDGE, HP 285a (85a), Black	4	piece	6,743.30
275	TONER CARTRIDGE, HP 35a, Black	1	piece	5,224.50
276	TRASH BAG, Plastic, Large, 10pcs/pack	60	pack	71.90
277	TRASH BAG, Plastic, Medium, 10pcs/pack	12	pack	48.90
278	TRASH BAG, Plastic, Xlarge, 10pcs/pack	15	pack	108.00
279	TRASH BAG, Plastic, XXXLarge, 10pcs/pack	884	pack	153.40
280	TRASH CAN, with Cover, Drum Type	10	piece	1,356.80
281	YMCKO Ribbon with 440 PVC print pack, CS-200e	1	pack	12,042.00
282	Adapter Plug	5	piece	106.70
283	Basin, Plastic, Big	5	piece	253.20
284	Certificate Holder, A4	25	piece	152.60
285	Chopping board, 12*10 inches	2	piece	418.50
286	Disposable Bowl, 100s/pack	23	pack	297.00
287	Disposable cups, 12oz, 25s/pack, Styro	109	pack	91.00
288	Disposable Cups, Plastic, 50s/pack 12 oz	49	pack	73.40

289	Disposable Fork, 100s/pack	18	pack	162.00
290	Disposable Paper Plate, 100s/pack	18	pack	178.20
291	Disposable Spoon, 100s/pack	50	pack	162.00
292	Kitchen Knife	5	piece	202.50
293	Polo Shirt with print and logo (Sublimation)	10	piece	1,080.00
294	Disposable Cups, 8oz, 25s/pack, Styro	3	pack	47.00
295	Disposable Fork, 25s/pack	41	pack	39.40
296	Disposable spoon, 25s/pack	32	pack	39.40
297	Monobloc Chair with Back Rest, without arm rest	207	piece	575.10
298	Rainboots	19	piece	540.00
299	Raincoat, Butterfly	20	piece	540.00
300	Wall clock Heavy Duty	1	piece	1,383.80
301	Bulb LED, 11watts	2	piece	237.60
302	Doorknob	6	piece	1,098.90
303	Extension cord 4 gang outlet cord reel power station	1	set	5,400.00
304	Pad Lock, #40	2	piece	1,282.20
305	Pail, Plastic, 16liters	1	piece	347.70
306	Bulb, LED, 25 watts	5	piece	702.00
307	Doorknob, Heavy Duty	1	piece	1,890.00
308	Fire Extinguisher Refill per lbs	10	pound	81.00
309	LPG Refill	16	piece	1,215.00
310	Pad Lock, Heavy Duty 70mm	6	pack	2,082.40
311	Bulb, 11watts	3	piece	132.30
312	Bulb, 9 watts, LED Bulb Daylight	20	piece	155.30
313	Certificate Holder, Short	35	piece	156.60
314	Extension Cord, 10meters, 4 port	1	piece	1,350.00
315	Extension Cord, 4 gang, 3-5meters, with Switch, Heavy Duty	6	piece	1,080.00
316	Flourescent Tube 18 watts LED	12	piece	290.30
317	Blood pressure aparatus Heavy duty	2	piece	2,160.00
318	Disposable Cups, Plastic, 25s/pack 8 oz	13	pack	28.10
319	Disposable Gloves, 50s/box	3	pack	511.00
320	Disposable Plate, 100s/pack, Styro	14	pack	267.30
321	Disposable Styro, Spaghetti Type, 100s/pack	5	pack	342.90
322	Microphone wireless 2 handheld	5	piece	2,700.00
323	Plastic Bag, Sando, Medium	20	piece	112.80
324	Plastic Bag, Sando, XL	20	piece	297.00
325	Bulb LED, 15watts	24	piece	510.30
326	Polo Shirts with Print	35	piece	584.60
327	Tornado Mop	4	piece	2,025.00
328	Tornado Mop	2	Tank	2,025.00
329	Cable Ties 5inch 100pcs	2	pack	243.00



330	Cable Ties 5inch 100pcs	3	unit	243.00
331	Extension Cord, 3m, 3gang	2	piece	438.10
332	Straw Rope	2	piece	101.30
333	Plastic Bag, Sando, Large	45	piece	232.90
334	Adjustable Wrench 12inches	1	piece	749.30
335	Basin, Aluminum, Big	4	piece	553.50
336	Butane Canister Refill	10	piece	135.00
337	Chopping Knife	8	piece	230.90
338	Plastic Bag, Clear, 100s, 8x10	25	piece	22.30
339	Pot Holder	55	piece	16.90
340	Towel, Hand 9" x 15"	40	unit	37.80
341	Flashlight, Rechargeable	2	piece	919.40
342	Disposable spoon fork, 20s/pack	8	pack	64.80
343	Raincoat, with Pants	16	set	621.00
344	Shampoo	130	pack	12.20
345	Coffee Maker Filter	4	box	945.00
346	Flat bed sheet	5	piece	675.00
347	Flourescent Tube LED, 15 watts	10	piece	236.30
348	Long Nose Plier	1	piece	1,080.00
349	Microphone, Undirectional Dynamic, 10ft. Cord	2	piece	1,058.40
350	Pillow Big	10	piece	540.00
351	Pillow Case	10	piece	278.80
352	Rags 1 sack	1	sack	3,240.00
353	Sando Bag (s / m / L ) white (100's) pack	15	pack	148.50
354	Stethoscope	3	piece	1,080.00
355	Towel Bath	7	piece	272.70
356	WD 40 412ml	15	unit	472.50
357	Disposable Cups, 8oz, 50s/pack, paper	5	pack	92.90
358	Car Deodorizer	5	piece	337.50
359	Cork Board 2'x3'	1	piece	1,080.00
360	Disposable Soup bowl with lid Styro 10s	20	box	87.80
361	Door Lock	6	unit	1,184.70
362	I.D. Lanyard Customized	40	piece	135.00
363	Heavy Duty Steel Push Cart	2	unit	3,861.00
364	HDMI Cable, 10 meters	1	piece	267.30
365	Tarpaulin standee 2x6ft	3	piece	4,050.00
366	Cable Ties 6inch 100pcs	2	pack	403.70
367	Casseroles, Big	1	piece	1,063.20
368	Male Plug, 20A	5	piece	32.40
369	Electric Stove, Double Burner, Heavy Duty	1	unit	3,631.50
370	Frying Pan non grease	2	piece	1,114.50
371	BATHROOM SOAP, 130g/box	2	box	58.00
372	CARTOLINA, Assorted Colors, 10sheets/pack	2	pack	135.00

373	CREPE PAPER, Colored, 500x2000mm	25	piece	18.90
374	CORRECTION PEN, 12ml/piece	10	piece	128.30
375	FOLDER, Pressboard, Long, 100sheets/box (GREEN)	2	box	2,700.00
376	Bowl, per Dozen	1	Dozen	712.80
377	Chopping board, regular size	2	piece	198.50
378	Cups & Saucers, Pair, per Dozen	2	set	824.20
379	Cups, Ceramics	20	piece	60.80
380	Dish Cabinet	5	piece	1,890.00
381	MICROPHONE, Wired	1	unit	2,700.00
382	PVC Air Compressor Hose 30m long quick connect for pneumatic wrench	1	unit	1,620.00
383	Allen Wrench Set	1	set	1,500.00
384	Alcohol, Isopropyl, 70% Solution, 500ml/bottle	30	bottle	114.80
385	Battery, Dry Cell, Size D, 1.5 volts, 2pcs/pack	2	pack	95.60
386	Battery, Rechargeable, Size AA, 2s/pack	2	pack	708.10
387	Battery, Rechargeable, Size AAA, 2s/pack	3	pack	856.60
388	Bleaching Solution, 1gallon/bottle	2	bottle	172.80
389	Bond Paper, Letter, Subs. 20, 500sheets/ream	20	ream	283.50
390	Calulator Ribbon, for Adding Machine	2	Spool	43.20
391	Ceiling Cobweb Remover, long Wooden/Plastic Handle	1	piece	418.50
392	Chipboard, 30x40x30	5	piece	94.50
393	Classic Ribbon, 1/4" Assorted Color	1	Spool	311.20
394	CLEANER, TOILET BOWL AND URINAL 900ml/bottle	4	bottle	202.40
395	Cloth, Franela	5	piece	40.50
396	Disinfectant Solution , Concentrate, 500ml/bottle	4	bottle	699.30
397	Dustpan, Plastic, Large, with handle	4	piece	87.80
398	Flash Drive, 16 GB	3	piece	337.50
399	ILLUSTRATION BOARD, 30x20 (1/2)	5	piece	33.80
400	ILLUSTRATION BOARD, 30x40 (1 whole)	2	piece	64.80
401	MARKER, FLUORESCENT, 3 assorted colors per set	10	set	68.90
402	Marker, Permanent, Fine Tip, 12s/box, Black	6	box	599.40
403	Marker, Permanent, Fine Tip, 12s/box, Blue	2	box	599.40
404	Mop Handle, Metal Handle, Metal Frame, 5ft	2	piece	374.00
405	Mop Refill, Tornado	4	piece	214.00
406	Paper Binding Comb, Plastic, 1/4"	5	piece	13.50
407	Paper Binding Comb, Plastic, 1/2"	10	piece	27.00

408	Paper Binding Comb, Plastic, 3/4"	5	piece	40.50
409	Paper Binding Comb, Plastic, 1 1/2"	3	piece	71.60
410	Pencil, Colored, 12s/box	1	box	160.70
411	Printer Ink Refill, Epson T6731, 70ml/bottle, Black	6	bottle	675.00
412	Printer Ink Refill, Epson T6732, 70ml/bottle, Cyan	2	bottle	675.00
413	Printer Ink Refill, Epson T6733, 70ml/bottle, Magenta	2	bottle	675.00
414	Printer Ink Refill, Epson T6734, 70ml/bottle, Yellow	2	bottle	675.00
415	Printer Ink Refill, Epson T6735, 70ml/bottle, Light Cyan	2	bottle	675.00
416	Printer Ink Refill, Epson T6736, 70ml/bottle, Light Magenta	2	bottle	675.00
417	Push Pin, 100s/box	2	box	43.20
418	Safety Pins, 20mm, Metal	50	piece	1.35
419	Scissors, Multi-Purpose, 8"	5	pair	108.00
420	Sign Pen, Gel Point 0.5, Black	10	piece	128.30
421	Sign Pen, Gel Point 1.0, Black	10	piece	128.30
422	Soap Hand Wash Liquid, 500ml/bottle	6	bottle	251.10
423	Special Paper, 220gsm, Short, 10sheets/pack	2	pack	54.00
424	Tape, Double Sided , 1"	2	roll	124.20
425	Tape, Double Sided , 1/2"	5	roll	72.90
426	Tape, Double Sided , 3/4"	1	roll	111.40
427	Toilet Bowl & Urinal Cleaner, 900ml/bottle	4	bottle	202.40
428	Trash Bag, Plastic, XLarge, 10s/pack	10	pack	108.00
429	Trash Bag, Plastic, XXLarge, 10s/pack	10	pack	153.40
430	Cork Board 2'x4'	1	piece	1,593.00
431	PRINTER INK TONER, Brother TN261, Black	1	piece	5,400.00
432	PRINTER INK TONER, Brother TN261, Cyan	1	piece	5,400.00
433	PRINTER INK TONER, Brother TN261, Magenta	1	piece	5,400.00
434	PRINTER INK TONER, Brother TN261, Yellow	1	piece	5,400.00
435	Frying Pan non grease with cover	1	piece	2,505.50
436	Mini Computer Speaker USB Wired	3	unit	1,090.20
437	Polo Shirt with Collar and print	15	piece	850.00
438	CPE710 5GHz AC 867Mbps 23dBi Outdoor CPE Outdoor AP P2P Point to Point	2	unit	4,083.30
439	4.6mm x 200mm Stainless Steel Cable Ties, Metal Cable Ties, Stainless Steel Zip Ties (Silver) 100pcs	2	pack	2,025.00

440	Jumper Boots	15	piece	1,620.00
441	Flatcord Stranded Wire AWG 14/2C 20 Meters	2	unit	2,160.00
442	Universal Surface Outlet 4 gang	4	unit	84.60
443	15A 250V Heavy Duty Rubber/Regular Plug	4	unit	114.80
444	BATTERY, Rechargeable, 9 volts, 175mAh, 1pc/pack	2	pack	269.40
445	FOLDER, Tagboard, A4	10	piece	7.50
446	PHILIPPINE NATIONAL FLAG, 100% nylon 4x6	1	piece	942.30
447	Acrylic Display Holder, A4	35	piece	464.40
448	Adjustable Temperature Electric Soldering Iron Kit Multimeter Welding Tool	1	piece	793.80
449	Door Latch Frame Set	1	pack	2,700.00
450	Drinking Glasses	8	piece	57.40

- The **City Government of Dagupan** now invites bids for the above Procurement Project. Delivery of the Goods is required within the period of **THIRTY (30) C.D.** Bidders should have completed, within **FIVE (5) YEARS** from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (instructions to Bidders).
- Bidding will be conducted through open competitive bidding procedures using non-discretionary “pass/fail” criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act No. 9184.

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.

- Prospective Bidders may obtain further information from the BAC Secretariat and inspect the Bidding Documents at the address given below during **regular office hours (8:00 A.M. - 5:00 P.M.)**.
- A complete set of Bidding Documents may be acquired by interested bidders from **May 30, 2024 (8:00 A.M. - 5:00 P.M.) to June 18, 2024 (8:00 A.M. - 12:00 N.N.)** from given address below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by GPPB, in the amount of **FIVE THOUSAND PHILIPPINE PESOS (PHP 5,000.00)**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees by providing a printed copy of the official receipt.

The Bidding Documents may also be downloaded from the website of the **Philippine Government Electronic Procurement System (PhilGEPS)**, provided the Bidders shall pay the non-refundable fee for the Bidding Documents not later than the submission of their bids.

- The City Government of Dagupan will hold a **Pre-bid Conference** on **June 6, 2024, 2:00 P.M. at BAC Office, 2nd Floor, City Hall Complex, A.B. Fernandez Ave., Dagupan City** which shall be open to prospective bidders.

7. Bids must be duly received by the BAC Secretariat through manual submission **on or before 1:00 P.M., June 18, 2024** at **BAC Office, 2nd Floor, City Hall Complex, A.B. Fernandez Ave., Dagupan City**. Late bids shall not be accepted.
8. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB CLAUSE 15.
9. Bid opening shall be on **June 18, 2024 2:00 P.M.** at **BAC Office, 2nd Floor, City Hall Complex, A.B. Fernandez Ave., Dagupan City**. Bids will be opened in the presence of the bidder's representatives who chose to attend the activity.
10. The City Government of Dagupan 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 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to BAC Secretariat

Engr. Athena Arenas  
Ms. Manolita T. De Venecia  
Mr. Allan R. Zabala

Address: BAC Office, 2<sup>nd</sup> Floor, City Hall Complex  
A.B. Fernandez Ave., Dagupan City  
Contact No: 0917-855-3267

(ORIGINAL SIGNED)  
**ATTY. AURORA E. VALLE**  
BAC Chairman

## **Section II. Instructions to Bidders**

## 1. Scope of Bid

The Procuring Entity, **City Government of Dagupan** wishes to receive Bids for the **PROCUREMENT OF VARIOUS OFFICE SUPPLIES AND OTHER SUPPLIES FOR VARIOUS OFFICES / DEPARTMENTS USE (2nd QUARTER), DAGUPAN CITY**, with identification number **GOODS-033CB-2024 / PR NO. 2024-04043-018**.

The Procurement Project (referred to herein as “Project”) is composed of:

Item No.	Item Description	Qty	Unit	Approved Budget for Contract
1	ADDING MACHINE TAPE, 2"	1	roll	40.50
2	ADHESIVE QUICK BOND, 3g/tube	1	tube	79.70
3	AIR FRESHENER REFILL, for Auto Spray, 269ml	5	piece	371.60
4	AIR FRESHENER, 320ml/can	38	can	281.70
5	AIR FRESHENER, Auto Spray, 269ml	4	piece	640.60
6	ALCOHOL, Ethyl, 70% Solution, 1gallon/bottle	2	bottle	729.00
7	ALCOHOL, Ethyl, 70% Solution, 1liter/bottle Pump	6	bottle	252.80
8	ALCOHOL, Ethyl, 70% Solution, 500ml/bottle	68	bottle	111.90
9	ALCOHOL, Ethyl, 70% Solution, 500ml/bottle Pump	15	bottle	145.70
10	ALCOHOL, Isopropyl, 70% Solution, 1gallon/bottle	18	bottle	762.30
11	ALCOHOL, Isopropyl, 70% Solution, 500ml/bottle	20	bottle	114.80
12	ALCOHOL, Isopropyl, 70% Solution, 500ml/bottle Pump	14	bottle	147.90
13	AUTO VOLTAGE REGULATOR, 4 Sockets	4	piece	337.50
14	BALLPEN, Crystal Tech, 0.5, 50s/box, Black	33	box	405.00
15	BALLPEN, Crystal Tech, 0.5, 50s/box, Blue	2	box	405.00
16	BALLPEN, Crystal Tech, 0.5, Blue	2	piece	8.10
17	BALLPEN, Crystal Tech, 0.5, Red	1	piece	8.10
18	BALLPEN, Fine Tip, 0.5, Black	161	piece	33.80
19	BALLPEN, Fine Tip, 0.5, Red	13	piece	33.80
20	BALLPEN, Retractable, 0.5, Black	183	piece	9.50
21	BALLPEN, Retractable, 0.5, Blue	23	piece	9.50
22	BALLPEN, Retractable, 0.5, Red	13	piece	9.50
23	BALLPEN, Tech Point, 0.3mm, Black	10	piece	94.50
24	BATHROOM SOAP, 125g/box	22	box	58.00
25	BATHROOM SOAP, 175g/box	30	box	80.90
26	BATHROOM SOAP, 55g/pack	15	pack	24.00

27	BATHROOM SOAP, 85g/box	1	box	47.40
28	BATTERY, Dry Cell, 9 volts, 1pc/pack	3	pack	269.40
29	BATTERY, Dry Cell, Size AA, 4pcs/pack	12	pack	117.80
30	BATTERY, Dry Cell, Size AAA, 4pcs/pack	18	pack	152.60
31	BATTERY, Rechargeable, Size AA, 2pcs/pack	2	pack	708.10
32	BATTERY, Rechargeable, Size AAA, 2pcs/pack	2	pack	856.60
33	BLEACHING SOLUTION, 100ml/bottle	25	bottle	11.40
34	BLEACHING SOLUTION, 100ml/bottle x 72bottles/box	3	box	816.50
35	BLEACHING SOLUTION, 1gallon/bottle	11	bottle	172.80
36	BLEACHING SOLUTION, 1liter/bottle	2	bottle	51.80
37	BOND PAPER, A4, Subs. 20, 500sheets/ream	134	ream	310.50
38	BOND PAPER, Legal, Subs. 18, 500sheets/ream	15	ream	248.80
39	BOND PAPER, Legal, Subs. 18, Colored, 500sheets/ream	5	ream	499.50
40	BOND PAPER, Legal, Subs. 20, 500sheets/ream	133	ream	324.00
41	BOND PAPER, Letter, Subs. 18, 500sheets/ream	15	ream	241.40
42	BOND PAPER, Letter, Subs. 18, Colored, 500sheets/ream	5	ream	472.50
43	BOND PAPER, Letter, Subs. 20, 500sheets/ream	80	ream	283.50
44	BOOK PAPER, A4, Subs. 20, 500sheets/ream	47	ream	310.50
45	BOOK PAPER, Legal, Subs. 20, 500sheets/ream	72	ream	324.00
46	BOOK PAPER, Letter, Subs. 20, 500sheets/ream	72	ream	283.50
47	BOOKBIND COVER, Long, Clear Plastic, 5s/pack	22	pack	202.50
48	BOOKBIND COVER, Short, Clear Plastic, 5s/pack	7	pack	147.15
49	BROOM, Soft (Tambo)	19	piece	189.00
50	BROOM, Stick (Ting-ting)	18	piece	74.30
51	BROOM, Stick (Ting-ting), with Long Wooden Handle	4	piece	128.30
52	CALCULATOR, Basic Compact, 12 Digits	5	piece	618.30
53	CALCULATOR, Basic Compact, 14 Digits	3	piece	807.30
54	CALCULATOR, Basic Compact, 16 Digits	5	piece	1,252.80
55	CARTOLINA, Single, White	1	pack	13.50
56	CEILING COBWEB REMOVER, long Wooden/ Plastic Handle	1	piece	418.50
57	CLEANER, Toilet Bowl and Urinal, 500ml/bottle	6	bottle	139.10



58	CLEANER, Toilet Bowl and Urinal, 900ml/bottle	15	bottle	202.40
59	CLEANSER, Scouring Powder, 350g/canister	26	canister	47.30
60	CLEARBOOK, 20 pockets, Legal Size	5	piece	132.70
61	CLIP BACKFOLD, Metal Clamping, 32mm, 12s/box	30	box	81.00
62	CLIP BACKFOLD, Metal Clamping, 50mm, 12s/box	14	box	145.80
63	CLIP BULLDOG, Big, 12pcs/box	8	box	178.20
64	CLIP BULLDOG, Small, 12pcs/box	8	box	106.00
65	CLIPBOARD, A4 Size, Metal Clamping, Plastic Board	17	piece	189.00
66	CLIPBOARD, FC Legal, Metal Clamping, Plastic Board	13	piece	201.20
67	CLOTH, Franela	2	piece	40.50
68	COMPACT DISC, ReWriteable, with Case	400	piece	135.00
69	CORRECTION TAPE REFILL, 6m x 5mm, 2pcs/pack	29	pack	91.20
70	CORRECTION TAPE, 8m x 5mm	167	piece	60.80
71	CORRECTION TAPE, Refillable, 6m x 5mm	6	pack	91.20
72	CUTTER BLADE, Heavy Duty Refill, 10pcs/tube	3	tube	106.40
73	CUTTER, Heavy Duty	5	piece	101.30
74	DATA FILE BOX, Double	6	piece	299.70
75	DATA FILE BOX, Single	5	piece	203.60
76	DATA FILE BOX, Triple	10	piece	499.20
77	DATA Folder 3" Ledger 70mm Long two tables Green	1	piece	700.00
78	DATER STAMP, 3mm	1	piece	196.50
79	DETERGENT BAR, 125g/piece	30	piece	17.00
80	DETERGENT BAR, 380g/piece	31	piece	43.90
81	DETERGENT POWDER, 1kg/pack	9	pack	152.90
82	DETERGENT POWDER, 50g/pack	311	pack	10.50
83	DISHWASHING FOAM, 100x70x40mm	22	piece	51.80
84	DISHWASHING LIQUID, 240ml/bottle	39	bottle	130.00
85	DISHWASHING LIQUID, 780ml/bottle	14	bottle	302.40
86	DISHWASHING LIQUID, Refill, 550ml/pack	2	pack	224.30
87	DISINFECTANT LIQUID, Multi Surface Cleaner, 900ml/bottle	18	bottle	252.20
88	DISINFECTANT SPRAY, 340g/can	31	can	550.80
89	DISINFECTANT SPRAY, 510g/can	20	can	722.30
90	DOOR MAT, Cloth	54	piece	67.50
91	DOOR MAT, Rubber	4	piece	418.50
92	DRY SEAL, Machine Engraved, Customized Logo	2	piece	2,362.50

93	DUSTPAN, Plastic, Large, with Handle	12	piece	87.80
94	ELECTRICAL TAPE, Big	2	piece	83.70
95	ENVELOPE, Brown, A4, 500pcs/box	1	box	2,700.00
96	ENVELOPE, Brown, Legal, 500pcs/box	2	box	3,375.00
97	ENVELOPE, Brown, Legal, Single	144	piece	6.80
98	ENVELOPE, Brown, Short, Single	294	piece	5.40
99	ENVELOPE, Expanding, Kraftboard, Long	90	piece	23.00
100	ENVELOPE, Expanding, Kraftboard, Long, 100pcs/box	3	box	2,295.00
101	ENVELOPE, Mailing, White, Long, 500s/box	24	box	415.80
102	ENVELOPE, Mailing, White, Short, 500s/box	1	box	310.50
103	FABRIC CONDITIONER, 22ml/pack	135	pack	10.80
104	FACIAL TISSUE, 100s/pack	19	pack	137.70
105	FEATHER DUSTER, Plastic Handle	5	piece	76.20
106	FILE ORGANIZER BOX, with Cover, Chipboard, 11x15 5/8x11	6	piece	431.70
107	FLASH DRIVE, 16gb	4	piece	337.50
108	FLASH DRIVE, 32gb	16	piece	540.00
109	FLASH DRIVE, 64gb	5	piece	1,080.00
110	FOLDER, Pressboard, Long	25	piece	27.00
111	FOLDER, Pressboard, Long, 100sheets/box	9	box	2,700.00
112	FOLDER, Pressboard, Short	25	piece	23.00
113	FOLDER, Pressboard, Short, 100sheets/box	4	box	2,295.00
114	FOLDER, Sliding, Cardboard, Long	40	piece	21.60
115	FOLDER, Sliding, Cardboard, Short	40	piece	16.20
116	FOLDER, Tagboard, Long	15	piece	8.10
117	FOLDER, Tagboard, Long, 100pcs/pack	3	pack	810.00
118	FOLDER, Tagboard, Short	5	piece	6.10
119	FOLDER, Tagboard, Short, 100pcs/pack	3	pack	607.50
120	FURNITURE CLEANER, with Cleansing Conditioner, 330ml/can	6	can	410.20
121	GLASS CLEANER, with Sprayer, 350ml/bottle	3	bottle	170.40
122	GLASS CLEANER, with Sprayer, 500ml/bottle	4	bottle	216.00
123	GLUE GUN, Heavy Duty	3	piece	337.20
124	GLUE STICK, 4s/pack	10	pack	87.80
125	GLUE, All Purpose, 130g/jar	5	jar	78.30
126	GLUE, All Purpose, 240g/jar	2	jar	168.80
127	GLUE, All Purpose, Water Well, 200g/jar	3	jar	74.30
128	GUN TACKER WIRE, T50, 1250pcs/box	1	box	216.00
129	GUN TACKER, Heavy Duty	2	piece	3,304.80
130	HAND SANITIZER, 200ml/bottle	11	bottle	256.50

131	HAND TOWEL, Cotton	10	piece	60.80
132	HDMI CABLE, 20 meters	1	piece	2,160.00
133	HDMI CABLE, 20 meters	1	piece	4,725.00
134	INDEX CARD, 3x5, 100s/pack	2	pack	36.50
135	INDEX CARD, 5x8, 100s/pack	4	pack	64.80
136	INSECTICIDE SPRAY, 500ml/can	25	can	509.50
137	KEYBOARD MOUSE PACK, Wired, USB Connection	2	pack	1,181.30
138	KEYBOARD, with NumPad, Wired, USB Connection	1	piece	567.00
139	LAMINATING FILM, A4, 222x286mm x 125microns/box	2	box	759.40
140	LIQUID SOSA, 500ml/bottle	17	bottle	153.90
141	MANILA PAPER, 24sheets/roll	4	roll	175.50
142	MARKER INK REFILL, Permanent, 20ml/bottle, Black	1	bottle	108.00
143	MARKER, Fluorescent, 3 assorted colors/set	19	set	68.90
144	MARKER, Permanent, Broad Tip, Black	30	piece	50.00
145	MARKER, Permanent, Broad Tip, Blue	12	piece	50.00
146	MARKER, Permanent, Fine Tip, 12pcs/box, Black	4	box	599.40
147	MARKER, Permanent, Fine Tip, 12pcs/box, Blue	2	box	599.40
148	MARKER, Permanent, Fine Tip, 12pcs/box, Red	2	box	599.40
149	MARKER, Whiteboard, Broad Tip, Black	13	piece	81.00
150	MARKER, Whiteboard, Fine Tip, Black	16	piece	81.00
151	MARKER, Whiteboard, Fine Tip, Blue	3	piece	81.00
152	MARKER, Whiteboard, Fine Tip, Red	3	piece	81.00
153	MOP HANDLE, Metal Handle, Metal Frame, 5ft	4	piece	374.00
154	MOP HANDLE, Plastic Handle, Plastic Frame, Heavy Duty, 5ft	4	piece	469.00
155	MOP SQUEEZER, Tornado	2	set	2,211.30
156	MOPHEAD, Cotton, 500g	6	piece	139.20
157	MOPHEAD, Cotton, 600g	20	piece	162.50
158	MOUSE PAD, Basic	6	piece	54.00
159	MOUSE, Wireless, USB Bluetooth Connection	13	piece	776.30
160	MURIATIC ACID, 1gallon/bottle	5	bottle	337.50
161	MURIATIC ACID, 1L/bottle	13	bottle	144.50
162	MURIATIC ACID, 500ml/bottle	1	bottle	64.80
163	NOTE PAD, Stick On, 2" x 3", 100sheets/pad	11	pad	51.00
164	NOTE PAD, Stick On, 3" x 3", 100sheets/pad	40	pad	72.30
165	NOTE PAD, Stick On, 3" x 4",	12	pad	98.60

	100sheets/pad			
166	NOTE PAD, Stick On, 3" x 5", 100sheets/pad	10	pad	113.40
167	NOTEBOOK, Spiral, 80 leaves	29	piece	35.10
168	PAD PAPER, Yellow Pad, 80leaves/pad	17	pad	81.00
169	PAPER BINDING COMB, Plastic, 1"	5	piece	54.00
170	PAPER CLIP, Plastic Coated, 33mm, 50g/box	14	box	20.30
171	PAPER CLIP, Plastic Coated, 50mm, 50g/box	6	box	37.80
172	PAPER CUTTER, Wooden Base, 12x15	1	piece	1,392.20
173	PAPER FASTENER, Metal, Non-Rust, 50s/box	2	box	229.50
174	PAPER FASTENER, Plastic, 50S/BOX	20	box	60.80
175	PAPER TOWEL, Jumbo Roll, 2ply	14	roll	260.60
176	PAPER, Parchment, A4, Multi-Purpose	6	pack	135.00
177	PAPER, Thermal, 55gsm, 216mm x 30m	10	roll	125.60
178	PASTE, Water Well, 200g/jar	2	jar	74.30
179	PEN HOLDER, Steel	1	piece	60.80
180	PENCIL SHARPENER, Manual, Sigle Cutter Head	3	piece	465.80
181	PENCIL, Lead #1, 12s/box	3	box	111.10
182	PENCIL, Lead #2, 12s/box	8	box	111.10
183	PHOTO PAPER, A3, 230g, Glossy, 20s/pack	4	pack	336.20
184	PHOTO PAPER, A4, 230g, Glossy, 20s/pack	24	pack	135.00
185	PLASTIC COVER, 1yard/roll	20	roll	86.40
186	PRINTER INK CARTRIDGE, Canon 810, Black	1	piece	1,458.00
187	PRINTER INK CARTRIDGE, Canon 811, Tri-Color	2	piece	1,923.80
188	PRINTER INK CARTRIDGE, HP 680, Black	6	piece	726.30
189	PRINTER INK CARTRIDGE, HP 680, Tri-Color	4	piece	726.30
190	PRINTER INK CARTRIDGE, HP 704, Black	2	piece	708.80
191	PRINTER INK CARTRIDGE, HP 704, Colored	2	piece	708.80
192	PRINTER INK REFILL, Brother BT D60, 108.0ml/bottle, Black	7	bottle	526.50
193	PRINTER INK REFILL, Brother BT5000, 48.8ml/bottle, Cyan	9	bottle	526.50
194	PRINTER INK REFILL, Brother BT5000, 48.8ml/bottle, Magenta	9	bottle	526.50
195	PRINTER INK REFILL, Brother BT5000, 48.8ml/bottle, Yellow	9	bottle	526.50

196	PRINTER INK REFILL, Brother BT6000, 108.0ml/bottle, Black	2	bottle	526.50
197	PRINTER INK REFILL, Canon GI790, 135ml/bottle, Black	2	bottle	506.30
198	PRINTER INK REFILL, Canon GI790, 70ml/bottle, Cyan	2	bottle	506.30
199	PRINTER INK REFILL, Canon GI790, 70ml/bottle, Magenta	2	bottle	506.30
200	PRINTER INK REFILL, Canon GI790, 70ml/bottle, Yellow	2	bottle	506.30
201	PRINTER INK REFILL, Epson 003, 65ml/bottle, Black	67	bottle	421.90
202	PRINTER INK REFILL, Epson 003, 65ml/bottle, Cyan	30	bottle	421.90
203	PRINTER INK REFILL, Epson 003, 65ml/bottle, Magenta	30	bottle	421.90
204	PRINTER INK REFILL, Epson 003, 65ml/bottle, Yellow	30	bottle	421.90
205	PRINTER INK REFILL, Epson T6641, 70ml/bottle, Black	2	bottle	421.90
206	PRINTER INK REFILL, Epson T6642, 70ml/bottle, Cyan	2	bottle	421.90
207	PRINTER INK REFILL, Epson T6643, 70ml/bottle, Magenta	2	bottle	421.90
208	PRINTER INK REFILL, Epson T6644, 70ml/bottle, Yellow	2	bottle	421.90
209	PUNCHER, Paper, Heavy Duty, Two Hole Guide	3	piece	263.30
210	PUSH BRUSH, Plastic Handle	2	piece	553.50
211	PUSH PIN, 100pcs/box	1	box	43.20
212	PVC ID PRINTER RIBBON, CS-2 series, YMCKO with 400 PVC pack	2	pack	11,596.00
213	RAG, Cotton, 8"	96	piece	9.50
214	RECORD BOOK, Hard Bound, 150 pages	18	piece	74.30
215	RECORD BOOK, Hard Bound, 200 pages	12	piece	94.50
216	RECORD BOOK, Hard Bound, 300 pages	10	piece	114.80
217	RECORD BOOK, Hard Bound, 500 pages	10	piece	135.00
218	RECORD BOOK, Hard Bound, 500 pages (Big)	15	piece	135.00
219	RIBBON CARTRIDGE, Epson C13S015632, Black, for LX-310	60	piece	162.00
220	RJ45 CONNECTOR, Passthrough, 100s/pack	1	pack	1,822.50
221	RUBBER BAND, #14	10	box	229.50
222	RUBBER BAND, #18	5	box	359.18
223	RULER, Plastic, 18"	7	piece	81.00
224	RULER, Steel, 18"	3	piece	148.50
225	SCISSORS, Multi-Purpose, 8"	11	pair	108.00
226	SCOURING PAD, 3pcs/pack	10	pack	108.00

227	SCOURING PAD, with Foam	18	piece	51.80
228	SIGN PEN, Gel Point, 0.5mm, Black	37	piece	128.30
229	SIGN PEN, Gel Point, 0.7mm, Black	12	piece	128.30
230	SIGN PEN, Gel Point, 1.0mm, Black	5	piece	128.30
231	SIGN PEN, Impact Gel, 1.0mm, Black	11	piece	128.30
232	SOAP, Hand Wash Liquid, 225ml/bottle	11	bottle	121.50
233	SOAP, Hand Wash Liquid, 500ml/bottle	4	bottle	251.10
234	SPECIALTY PAPER, 220gsm, A4, 100sheets/bundle	4	bundle	391.50
235	SPECIALTY PAPER, 220gsm, A4, 10sheets/pack	11	pack	51.30
236	SPECIALTY PAPER, 220gsm, Long, 100sheets/bundle	3	bundle	438.80
237	SPECIALTY PAPER, 220gsm, Long, 10sheets/pack	2	pack	54.00
238	SPECIALTY PAPER, 220gsm, Short, 100sheets/bundle	2	bundle	364.50
239	SPONGE, Regular, with Scrub Pad	14	piece	51.80
240	STAMP PAD INK, 950ml/bottle	6	bottle	267.30
241	STAMP PAD, Big	4	piece	91.80
242	STAMP PAD, Small	2	piece	66.20
243	STAMP, Self Inking, Customized, Big	1	piece	1,529.30
244	STAMP, Self Inking, Customized, Small	4	piece	1,098.60
245	STAPLE REMOVER, Plier Type	5	piece	101.30
246	STAPLE REMOVER, Twin Jaws	5	piece	35.50
247	STAPLE WIRE, #10, 1000pcs/box	3	box	16.20
248	STAPLE WIRE, #35, 5000pcs/box	20	box	94.50
249	STAPLER, #35, Heavy Duty, with Staple Remover	25	piece	540.00
250	STICK ON NOTES, 1.3x4.3, 5 Colors x 25Sheets/pack	22	pack	32.10
251	STICKER PAPER, A4, Glossy, 10sheets/pack	2	pack	81.00
252	STICKER PAPER, A4, Matte, 10sheets/pack	19	pack	81.00
253	STICKER PAPER, Legal, Glossy, 10sheets/pack	20	pack	81.00
254	STORAGE BOX, Plastic, with Cover, 87 Liters	9	piece	1,086.80
255	TAPE DISPENSER, Heavy Duty, 1", Desktop	3	piece	172.80
256	TAPE, Double Sided, 1"	8	roll	124.20
257	TAPE, Double Sided, 1/2"	6	roll	72.90
258	TAPE, Double Sided, 3/4"	7	roll	111.40
259	TAPE, Duct, 2"	8	roll	260.60
260	TAPE, Masking, 1"	34	roll	48.60
261	TAPE, Masking, 2"	33	roll	95.90

262	TAPE, Packaging, 2"	23	roll	66.20
263	TAPE, Transparent, 1"	11	roll	25.40
264	TAPE, Transparent, 2"	26	roll	34.10
265	THUMB TACKS, 90pcs/box	7	box	16.20
266	TISSUE PAPER, 2ply, 12rolls/pack	107	pack	235.40
267	TISSUE PAPER, 2ply, 9rolls/pack	11	pack	178.50
268	TOILET BOWL AND URINAL CLEANER, 900ml/bottle	16	bottle	202.40
269	TOILET BOWL BRUSH, Metal Handle	2	piece	91.80
270	TOILET BOWL BRUSH, Wooden Handle	2	piece	87.80
271	TOILET DEODORANT CAKE, 100g	40	piece	69.60
272	TOILET DEODORANT CAKE, 50g	86	piece	39.70
273	TOILET SUCTION PUMP, Rubber, Wooden Handle	2	piece	140.40
274	TONER CARTRIDGE, HP 285a (85a), Black	4	piece	6,743.30
275	TONER CARTRIDGE, HP 35a, Black	1	piece	5,224.50
276	TRASH BAG, Plastic, Large, 10pcs/pack	60	pack	71.90
277	TRASH BAG, Plastic, Medium, 10pcs/pack	12	pack	48.90
278	TRASH BAG, Plastic, Xlarge, 10pcs/pack	15	pack	108.00
279	TRASH BAG, Plastic, XXXLarge, 10pcs/pack	884	pack	153.40
280	TRASH CAN, with Cover, Drum Type	10	piece	1,356.80
281	YMCKO Ribbon with 440 PVC print pack, CS-200e	1	pack	12,042.00
282	Adapter Plug	5	piece	106.70
283	Basin, Plastic, Big	5	piece	253.20
284	Certificate Holder, A4	25	piece	152.60
285	Chopping board, 12*10 inches	2	piece	418.50
286	Disposable Bowl, 100s/pack	23	pack	297.00
287	Disposable cups, 12oz, 25s/pack, Styro	109	pack	91.00
288	Disposable Cups, Plastic, 50s/pack 12 oz	49	pack	73.40
289	Disposable Fork, 100s/pack	18	pack	162.00
290	Disposable Paper Plate, 100s/pack	18	pack	178.20
291	Disposable Spoon, 100s/pack	50	pack	162.00
292	Kitchen Knife	5	piece	202.50
293	Polo Shirt with print and logo (Sublimation)	10	piece	1,080.00
294	Disposable Cups, 8oz, 25s/pack, Styro	3	pack	47.00
295	Disposable Fork, 25s/pack	41	pack	39.40
296	Disposable spoon, 25s/pack	32	pack	39.40
297	Monobloc Chair with Back Rest, without arm rest	207	piece	575.10
298	Rainboots	19	piece	540.00
299	Raincoat, Butterfly	20	piece	540.00
300	Wall clock Heavy Duty	1	piece	1,383.80
301	Bulb LED, 11watts	2	piece	237.60

302	Doorknob	6	piece	1,098.90
303	Extension cord 4 gang outlet cord reel power station	1	set	5,400.00
304	Pad Lock, #40	2	piece	1,282.20
305	Pail, Plastic, 16liters	1	piece	347.70
306	Bulb, LED, 25 watts	5	piece	702.00
307	Doorknob, Heavy Duty	1	piece	1,890.00
308	Fire Extinguisher Refill per lbs	10	pound	81.00
309	LPG Refill	16	piece	1,215.00
310	Pad Lock, Heavy Duty 70mm	6	pack	2,082.40
311	Bulb, 11watts	3	piece	132.30
312	Bulb, 9 watts, LED Bulb Daylight	20	piece	155.30
313	Certificate Holder, Short	35	piece	156.60
314	Extension Cord, 10meters, 4 port	1	piece	1,350.00
315	Extension Cord, 4 gang, 3-5meters, with Switch, Heavy Duty	6	piece	1,080.00
316	Flourescent Tube 18 watts LED	12	piece	290.30
317	Blood pressure aparatus Heavy duty	2	piece	2,160.00
318	Disposable Cups, Plastic, 25s/pack 8 oz	13	pack	28.10
319	Disposable Gloves, 50s/box	3	pack	511.00
320	Disposable Plate, 100s/pack, Styro	14	pack	267.30
321	Disposable Styro, Spaghetti Type, 100s/pack	5	pack	342.90
322	Microphone wireless 2 handheld	5	piece	2,700.00
323	Plastic Bag, Sando, Medium	20	piece	112.80
324	Plastic Bag, Sando, XL	20	piece	297.00
325	Bulb LED, 15watts	24	piece	510.30
326	Polo Shirts with Print	35	piece	584.60
327	Tornado Mop	4	piece	2,025.00
328	Tornado Mop	2	Tank	2,025.00
329	Cable Ties 5inch 100pcs	2	pack	243.00
330	Cable Ties 5inch 100pcs	3	unit	243.00
331	Extension Cord, 3m, 3gang	2	piece	438.10
332	Straw Rope	2	piece	101.30
333	Plastic Bag, Sando, Large	45	piece	232.90
334	Adjustable Wrench 12inches	1	piece	749.30
335	Basin, Aluminum, Big	4	piece	553.50
336	Butane Canister Refill	10	piece	135.00
337	Chopping Knife	8	piece	230.90
338	Plastic Bag, Clear, 100s, 8x10	25	piece	22.30
339	Pot Holder	55	piece	16.90
340	Towel, Hand 9" x 15"	40	unit	37.80
341	Flashlight, Rechargeable	2	piece	919.40
342	Disposable spoon fork, 20s/pack	8	pack	64.80
343	Raincoat, with Pants	16	set	621.00
344	Shampoo	130	pack	12.20



345	Coffee Maker Filter	4	box	945.00
346	Flat bed sheet	5	piece	675.00
347	Flourescent Tube LED, 15 watts	10	piece	236.30
348	Long Nose Plier	1	piece	1,080.00
349	Microphone, Unidirectional Dynamic, 10ft. Cord	2	piece	1,058.40
350	Pillow Big	10	piece	540.00
351	Pillow Case	10	piece	278.80
352	Rags 1 sack	1	sack	3,240.00
353	Sando Bag (s / m / L ) white (100's) pack	15	pack	148.50
354	Stethoscope	3	piece	1,080.00
355	Towel Bath	7	piece	272.70
356	WD 40 412ml	15	unit	472.50
357	Disposable Cups, 8oz, 50s/pack, paper	5	pack	92.90
358	Car Deodorizer	5	piece	337.50
359	Cork Board 2'x3'	1	piece	1,080.00
360	Disposable Soup bowl with lid Styro 10s	20	box	87.80
361	Door Lock	6	unit	1,184.70
362	I.D. Lanyard Customized	40	piece	135.00
363	Heavy Duty Steel Push Cart	2	unit	3,861.00
364	HDMi Cable, 10 meters	1	piece	267.30
365	Tarpaulin standee 2x6ft	3	piece	4,050.00
366	Cable Ties 6inch 100pcs	2	pack	403.70
367	Casseroles, Big	1	piece	1,063.20
368	Male Plug, 20A	5	piece	32.40
369	Electric Stove, Double Burner, Heavy Duty	1	unit	3,631.50
370	Frying Pan non grease	2	piece	1,114.50
371	BATHROOM SOAP, 130g/box	2	box	58.00
372	CARTOLINA, Assorted Colors, 10sheets/pack	2	pack	135.00
373	CREPE PAPER, Colored, 500x2000mm	25	piece	18.90
374	CORRECTION PEN, 12ml/piece	10	piece	128.30
375	FOLDER, Pressboard, Long, 100sheets/box (GREEN)	2	box	2,700.00
376	Bowl, per Dozen	1	Dozen	712.80
377	Chopping board, regular size	2	piece	198.50
378	Cups & Saucers, Pair, per Dozen	2	set	824.20
379	Cups, Ceramics	20	piece	60.80
380	Dish Cabinet	5	piece	1,890.00
381	MICROPHONE, Wired	1	unit	2,700.00
382	PVC Air Compressor Hose 30m long quick connect for pneumatic wrench	1	unit	1,620.00
383	Allen Wrench Set	1	set	1,500.00
384	Alcohol, Isopropyl, 70% Solution, 500ml/bottle	30	bottle	114.80
385	Battery, Dry Cell, Size D, 1.5 volts,	2	pack	95.60

	2pcs/pack			
386	Battery, Rechargeable, Size AA, 2s/pack	2	pack	708.10
387	Battery, Rechargeable, Size AAA, 2s/pack	3	pack	856.60
388	Bleaching Solution, 1gallon/bottle	2	bottle	172.80
389	Bond Paper,Letter, Subs. 20, 500sheets/ream	20	ream	283.50
390	Calculator Ribbon, for Adding Machine	2	Spool	43.20
391	Ceiling Cobweb Remover, long Wooden/Plastic Handle	1	piece	418.50
392	Chipboard, 30x40x30	5	piece	94.50
393	Classic Ribbon, 1/4" Assorted Color	1	Spool	311.20
394	CLEANER,TOILET BOWL AND URINAL 900ml/bottle	4	bottle	202.40
395	Cloth, Franela	5	piece	40.50
396	Disinfectant Solution , Concentrate, 500ml/bottle	4	bottle	699.30
397	Dustpan, Plastic, Large, with handle	4	piece	87.80
398	Flash Drive, 16 GB	3	piece	337.50
399	ILLUSTRATION BOARD, 30x20 (1/2)	5	piece	33.80
400	ILLUSTRATION BOARD, 30x40 (1 whole)	2	piece	64.80
401	MARKER, FLUORESCENT, 3 assorted colors per set	10	set	68.90
402	Marker, Permanent, Fine Tip, 12s/box, Black	6	box	599.40
403	Marker, Permanent, Fine Tip, 12s/box, Blue	2	box	599.40
404	Mop Handle, Metal Handle, Metal Frame, 5ft	2	piece	374.00
405	Mop Refill, Tornado	4	piece	214.00
406	Paper Binding Comb, Plastic, 1/4"	5	piece	13.50
407	Paper Binding Comb, Plastic, 1/2"	10	piece	27.00
408	Paper Binding Comb, Plastic, 3/4"	5	piece	40.50
409	Paper Binding Comb, Plastic, 1 1/2"	3	piece	71.60
410	Pencil, Colored, 12s/box	1	box	160.70
411	Printer Ink Refill, Epson T6731, 70ml/bottle, Black	6	bottle	675.00
412	Printer Ink Refill, Epson T6732, 70ml/bottle, Cyan	2	bottle	675.00
413	Printer Ink Refill, Epson T6733, 70ml/bottle, Magenta	2	bottle	675.00
414	Printer Ink Refill, Epson T6734, 70ml/bottle, Yellow	2	bottle	675.00
415	Printer Ink Refill, Epson T6735, 70ml/bottle, Light Cyan	2	bottle	675.00
416	Printer Ink Refill, Epson T6736, 70ml/bottle, Light Magenta	2	bottle	675.00
417	Push Pin, 100s/box	2	box	43.20
418	Safety Pins, 20mm, Metal	50	piece	1.35

419	Scissors, Multi-Purpose, 8"	5	pair	108.00
420	Sign Pen, Gel Point 0.5, Black	10	piece	128.30
421	Sign Pen, Gel Point 1.0, Black	10	piece	128.30
422	Soap Hand Wash Liquid, 500ml/bottle	6	bottle	251.10
423	Special Paper, 220gsm, Short, 10sheets/pack	2	pack	54.00
424	Tape, Double Sided , 1"	2	roll	124.20
425	Tape, Double Sided , 1/2"	5	roll	72.90
426	Tape, Double Sided , 3/4"	1	roll	111.40
427	Toilet Bowl & Urinal Cleaner, 900ml/bottle	4	bottle	202.40
428	Trash Bag, Plastic, XLarge, 10s/pack	10	pack	108.00
429	Trash Bag, Plastic, XXLarge, 10s/pack	10	pack	153.40
430	Cork Board 2'x4'	1	piece	1,593.00
431	PRINTER INK TONER, Brother TN261, Black	1	piece	5,400.00
432	PRINTER INK TONER, Brother TN261, Cyan	1	piece	5,400.00
433	PRINTER INK TONER, Brother TN261, Magenta	1	piece	5,400.00
434	PRINTER INK TONER, Brother TN261, Yellow	1	piece	5,400.00
435	Frying Pan non grease with cover	1	piece	2,505.50
436	Mini Computer Speaker USB Wired	3	unit	1,090.20
437	Polo Shirt with Collar and print	15	piece	850.00
438	CPE710 5GHz AC 867Mbps 23dBi Outdoor CPE Outdoor AP P2P Point to Point	2	unit	4,083.30
439	4.6mm x 200mm Stainless Steel Cable Ties, Metal Cable Ties, Stainless Steel Zip Ties (Silver) 100pcs	2	pack	2,025.00
440	Jumper Boots	15	piece	1,620.00
441	Flatcord Stranded Wire AWG 14/2C 20 Meters	2	unit	2,160.00
442	Universal Surface Outlet 4 gang	4	unit	84.60
443	15A 250V Heavy Duty Rubber/Regular Plug	4	unit	114.80
444	BATTERY, Rechargeable, 9 volts, 175mAh, 1pc/pack	2	pack	269.40
445	FOLDER, Tagboard, A4	10	piece	7.50
446	PHILIPPINE NATIONAL FLAG, 100% nylon 4x6	1	piece	942.30
447	Acrylic Display Holder, A4	35	piece	464.40
448	Adjustable Temperature Electric Soldering Iron Kit Multimeter Welding Tool	1	piece	793.80
449	Door Latch Frame Set	1	pack	2,700.00
450	Drinking Glasses	8	piece	57.40

the details of which are described in Section VII (Technical Specifications).

## **2. Funding Information**

2.1. The GOP through the source of funding as indicated below for **GENERAL FUND CY 2024** in the amount of **ONE MILLION SEVEN HUNDRED SIXTY FIVE THOUSAND ONE HUNDRED FORTY SEVEN AND 95/100 PHILIPPINE PESOS (PhP 1,765,147.95)**.

2.2. The source of funding is:

LGUs, the Annual or Supplemental Budget, as approved by the Sanggunian Panlungsod.

## **3. Bidding Requirements**

The Bidding for the Project shall be governed by all the provisions of RA No. 9184 and its 2016 revised IRR, including its Generic Procurement Manuals and associated policies, rules and regulations as the primary source thereof, while the herein clauses shall serve as the secondary source thereof.

Any amendments made to the IRR and other GPPB issuances shall be applicable only to the ongoing posting, advertisement, or **IB** by the BAC through the issuance of a supplemental or bid bulletin.

The Bidder, by the act of submitting its Bid, shall be deemed to have verified and accepted the general requirements of this Project, including other factors that may affect the cost, duration and execution or implementation of the contract, project, or work and examine all instructions, forms, terms, and project requirements in the Bidding Documents.

## **4. Corrupt, Fraudulent, Collusive, and Coercive Practices**

The Procuring Entity, as well as the Bidders and Suppliers, shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and obstructive practices defined under Annex "I" of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the Project.

## **5. Eligible Bidders**

5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.

5.2. Not applicable.

- 5.3. Pursuant to Section 23.4.1.3 of the 2016 revised IRR of RA No.9184, the Bidder shall have an SLCC that is at least one (1) contract similar to the Project the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to:
- 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.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.1 of the 2016 IRR of RA No. 9184.

## **6. Origin of Goods**

There is no restriction on the origin of goods other than those prohibited by a decision of the UN Security Council taken under Chapter VII of the Charter of the UN, subject to Domestic Preference requirements under **ITB** Clause 18.

## **7. Subcontracts**

- 7.1. The Bidder may subcontract portions of the Project to the extent allowed by the Procuring Entity as stated herein, but in no case more than twenty percent (20%) of the Project.

The Procuring Entity has prescribed that:

Subcontracting is not allowed.

- 7.2. Not applicable.
- 7.3. Not applicable.
- 7.4. Not applicable

## **8. Pre-Bid Conference**

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time and either at its physical address and/or through videoconferencing/webcasting} as indicated in paragraph 6 of the IB.

## **9. Clarification and Amendment of Bidding Documents**

Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such requests must be in writing and received by the Procuring Entity, either at its given address or through electronic mail indicated in the **IB**, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

## **10. Documents comprising the Bid: Eligibility and Technical Components**

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 10.2. The Bidder's SLCC as indicated in **ITB** Clause 5.3 should have been completed within **FIVE (5) YEARS** prior to the deadline for the submission and receipt of bids.
- 10.3. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. Similar to the required authentication above, for Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.

## **11. Documents comprising the Bid: Financial Component**

- 11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 11.2. If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a certification issued by DTI shall be provided by the Bidder in accordance with Section 43.1.3 of the 2016 revised IRR of RA No. 9184.
- 11.3. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.
- 11.4. For Foreign-funded Procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.
- 11.5. Not Applicable.

## **12. Bid Prices**

- 12.1. Prices indicated on the Price Schedule shall be entered separately in the following manner:
  - a. For Goods offered from within the Procuring Entity's country:
    - i. The price of the Goods quoted EXW (ex-works, ex-factory, ex-warehouse, ex-showroom, or off-the-shelf, as applicable);

- ii. The cost of all customs duties and sales and other taxes already paid or payable;
  - iii. The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and
  - iv. The price of other (incidental) services, if any, listed in e.
- b. For Goods offered from abroad:
- i. Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.
  - ii. The price of other (incidental) services, if any, as listed in **Section VII (Technical Specifications)**.

12.2. Not Applicable.

### **13. Bid and Payment Currencies**

13.1. For Goods that the Bidder will supply from outside the Philippines, the bid prices may be quoted in the local currency or tradeable currency accepted by the BSP at the discretion of the Bidder. However, for purposes of bid evaluation, Bids denominated in foreign currencies, shall be converted to Philippine currency based on the exchange rate as published in the BSP reference rate bulletin on the day of the bid opening.

13.2. Payment of the contract price shall be made in:

Philippine Pesos

### **14. Bid Security**

14.1. The Bidder shall submit a Bid Securing Declaration<sup>1</sup> or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.

14.2. The Bid and bid security shall be valid until **ONE HUNDRED TWENTY (120) C.D. FROM THE DATE OF BID OPENING**. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

14.3. Not Applicable.

## **15. Sealing and Marking of Bids**

Each Bidder shall submit one copy of the first and second components of its Bid.

The Procuring Entity may request additional hard copies and/or electronic copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification.

If the Procuring Entity allows the submission of bids through online submission or any other electronic means, the Bidder shall submit an electronic copy of its Bid, which must be digitally signed. An electronic copy that cannot be opened or is corrupted shall be considered non-responsive and, thus, automatically disqualified.

## **16. Deadline for Submission of Bids**

16.1. The Bidders shall submit on the specified date and time and either at its physical address or through online submission as indicated in paragraph 7 of the **IB**.

16.2. Not Applicable

## **17. Opening and Preliminary Examination of Bids**

17.1. The BAC shall open the Bids in public at the time, on the date, and at the place specified in paragraph 9 of the **IB**. The Bidders' representatives who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

In case the Bids cannot be opened as scheduled due to justifiable reasons, the rescheduling requirements under Section 29 of the 2016 revised IRR of RA No. 9184 shall prevail.

17.2. The preliminary examination of bids shall be governed by Section 30 of the 2016 revised IRR of RA No. 9184.

## **18. Domestic Preference**

18.1. The Procuring Entity will grant a margin of preference for the purpose of comparison of Bids in accordance with Section 43.1.2 of the 2016 revised IRR of RA No. 9184.

18.2. Not Applicable.

## **19. Detailed Evaluation and Comparison of Bids**

19.1. The Procuring BAC shall immediately conduct a detailed evaluation of all Bids rated "*passed*," using non-discretionary pass/fail criteria. The BAC shall



consider the conditions in the evaluation of Bids under Section 32.2 of the 2016 revised IRR of RA No. 9184.

- 19.2. If the Project allows partial bids, bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, as the case may be. In this case, the Bid Security as required by **ITB** Clause 15 shall be submitted for each lot or item separately.
- 19.3. The descriptions of the lots or items shall be indicated in **Section VII (Technical Specifications)**, although the ABCs of these lots or items are indicated in the **BDS** for purposes of the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184. The NFCC must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder.
- 19.4. The Project shall be awarded as follows:  
  
One Project having several items that shall be awarded as one contract.
- 19.5. Except for bidders submitting a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation, all Bids must include the NFCC computation pursuant to Section 23.4.1.4 of the 2016 revised IRR of RA No. 9184, which must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder. For bidders submitting the committed Line of Credit, it must be at least equal to ten percent (10%) of the ABCs for all the lots or items participated in by the prospective Bidder.

## **20. Post-Qualification**

- 20.1. Not applicable.
- 20.2. Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS) and other appropriate licenses and permits required by law and stated in the **BDS**.

## **21. Signing of the Contract**

- 21.1. The documents required in Section 37.2 of the 2016 revised IRR of RA No. 9184 shall form part of the Contract. Additional Contract documents are indicated in the **BDS**.

## **Section III. Bid Data Sheet**

# Bid Data Sheet

ITB Clause	
5.3	<p>For this purpose, contracts similar to the Project shall be:</p> <p style="margin-left: 40px;">a. <b>PROCUREMENT OF VARIOUS OFFICE SUPPLIES AND OTHER SUPPLIES FOR VARIOUS OFFICES / DEPARTMENTS USE (2nd QUARTER), DAGUPAN CITY</b></p> <p style="margin-left: 40px;">b. completed within <b>FIVE (5) YEARS</b> prior to the deadline for the submission and receipt of bids.</p>
7.1	Not Applicable.
12	The price of the Goods shall be quoted DDP <b>DAGUPAN CITY</b> or the applicable International Commercial Terms (INCOTERMS) for this Project.
14.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <p style="margin-left: 40px;">a. The amount of not less than <b>two percent (2%) of the ABC</b>, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or</p> <p style="margin-left: 40px;">b. The amount of not less than <b>five percent (5%) of the ABC</b>, if bid security is in Surety Bond.</p>
15.0	<p>The Bidder shall submit in <b>ONE SEALED ENVELOPE</b> marked as "<b>BID PROPOSAL</b>" and containing the following sealed envelopes;</p> <p><b>1st Sealed Envelope</b>, marked as "<b>ORIGINAL BID</b>", containing the following two separate sealed envelopes with corresponding labels:</p> <ul style="list-style-type: none"> <li>➤ <b>Original - Technical Component.</b> The bid documents in legal paper size shall be arranged in accordance with the checklist of Bid Requirement and label tabs on each requirement, and shall be signed, and photo-copies shall be stamped "certified true copy", and each and every page shall be initialed, by the bidder /or duly authorized representative/s. Documents shall be put in a folder and then put in a sealed envelope with the label "<b>Original - Technical Component</b>".</li> <li>➤ <b>Original - Financial Component.</b> The bid documents in legal paper size shall be arranged in accordance with the checklist of Bid Requirement and label tabs on each requirement, and shall be signed, and each and every page shall be initialed, by the bidder /or duly authorized representative/s. Documents shall be put in a folder and then put in a sealed envelope with the label "<b>Original - Financial Component</b>".</li> </ul> <p><b>2nd Sealed Envelope</b>, marked as "<b>COPY NO. 1</b>", containing the following two</p>

	<p>separate sealed envelopes with corresponding labels:</p> <ul style="list-style-type: none"> <li>➤ <b>Copy No. 1 – Technical Component.</b> The bid documents in legal paper size shall be arranged in accordance with the checklist of Bid Requirement and label tabs on each requirement, and shall be signed, and photo-copies shall be stamped “certified true copy”, and each and every page shall be initialed, by the bidder /or duly authorized representative/s. Documents shall be put in a folder and then put in a sealed envelope with the label “<b>Copy No. 1- Technical Component</b>”.</li> <li>➤ <b>Copy No. 1 – Financial Component.</b> The bid documents in legal paper size shall be arranged in accordance with the checklist of Bid Requirement and label tabs on each requirement, and shall be signed, and each and every page shall be initialed, by the bidder /or duly authorized representative/s. Documents shall be put in a folder and then put in a sealed envelope with the label “<b>Copy No. 1 – Financial Component</b>”.</li> </ul> <p><b>3rd Sealed Envelope</b>, marked as “<b>COPY NO. 2</b>”, containing the following two separate sealed envelopes with corresponding labels:</p> <ul style="list-style-type: none"> <li>➤ <b>Copy No. 2 – Technical Component.</b> The bid documents in legal paper size shall be arranged in accordance with the checklist of Bid Requirement and label tabs on each requirement, and shall be signed, and photo-copies shall be stamped “certified true copy”, and each and every page shall be initialed, by the bidder /or duly authorized representative/s. Documents shall be put in a folder and then put in a sealed envelope with the label “<b>Copy No. 2- Technical Component</b>”.</li> <li>➤ <b>Copy No. 2 – Financial Component.</b> The bid documents in legal paper size shall be arranged in accordance with the checklist of Bid Requirement and label tabs on each requirement, and shall be signed, and each and every page shall be initialed, by the bidder /or duly authorized representative/s. Documents shall be put in a folder and then put in a sealed envelope with the label “<b>Copy No. 2 – Financial Component</b>”.</li> </ul> <p>All envelopes and folders shall bear the following:</p> <ol style="list-style-type: none"> <li>a) Contain the name of the contract to be bid in Capital Letters;</li> <li>b) Bear the name and address of the Bidder in Capital Letters;</li> <li>c) Be addressed to the Procuring Entity’s BAC as follows:</li> </ol> <p style="text-align: center;"><b>BIDS AND AWARDS COMMITTEE CITY GOVERNMENT OF DAGUPAN CITY HALL COMPLEX, A.B. FERNANDEZ AVE., DAGUPAN CITY</b></p> <ol style="list-style-type: none"> <li>d) Bear a warning “<b>DO NOT OPEN BEFORE...</b>” the date and time of the opening of bid as indicated in the IB</li> </ol>
19.3	Not Applicable.
20.2	Not Applicable.

21.2	Not Applicable.
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**Section IV. General Conditions of Contract**

## 1. Scope of Contract

This Contract shall include all such items, although not specifically mentioned, that can be reasonably inferred as being required for its completion as if such items were expressly mentioned herein. All the provisions of RA No. 9184 and its 2016 revised IRR, including the Generic Procurement Manual, and associated issuances, constitute the primary source for the terms and conditions of the Contract, and thus, applicable in contract implementation. Herein clauses shall serve as the secondary source for the terms and conditions of the Contract.

This is without prejudice to Sections 74.1 and 74.2 of the 2016 revised IRR of RA No. 9184 allowing the GPPB to amend the IRR, which shall be applied to all procurement activities, the advertisement, posting, or invitation of which were issued after the effectivity of the said amendment.

Additional requirements for the completion of this Contract shall be provided in the **Special Conditions of Contract (SCC)**.

## 2. Advance Payment and Terms of Payment

2.1. Advance payment of the contract amount is provided under Annex “D” of the revised 2016 IRR of RA No. 9184.

2.2. The Procuring Entity is allowed to determine the terms of payment on the partial or staggered delivery of the Goods procured, provided such partial payment shall correspond to the value of the goods delivered and accepted in accordance with prevailing accounting and auditing rules and regulations. The terms of payment are indicated in the **SCC**.

## 3. Performance Security

Within ten (10) calendar days from receipt of the Notice of Award by the Bidder from the Procuring Entity but in no case later than prior to the signing of the Contract by both parties, the successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 revised IRR of RA No. 9184.

## 4. Inspection and Tests

The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Project specifications at no extra cost to the Procuring Entity in accordance with the Generic Procurement Manual. In addition to tests in the **SCC, Section IV (Technical Specifications)** shall specify what inspections and/or tests the Procuring Entity requires, and where they are to be conducted. The Procuring Entity shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.

All reasonable facilities and assistance for the inspection and testing of Goods, including access to drawings and production data, shall be provided by the Supplier to the authorized inspectors at no charge to the Procuring Entity.

## **5. Warranty**

- 6.1. In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier as provided under Section 62.1 of the 2016 revised IRR of RA No. 9184.
- 6.2. The Procuring Entity shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall, repair or replace the defective Goods or parts thereof without cost to the Procuring Entity, pursuant to the Generic Procurement Manual.

## **6. Liability of the Supplier**

The Supplier's liability under this Contract shall be as provided by the laws of the Republic of the Philippines.

If the Supplier is a joint venture, all partners to the joint venture shall be jointly and severally liable to the Procuring Entity.



## **Section V. Special Conditions of Contract**

## Special Conditions of Contract

GCC Clause	
1	<p><b>Delivery and Documents –</b></p> <p>For purposes of the Contract, “EXW,” “FOB,” “FCA,” “CIF,” “CIP,” “DDP” and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows:</p> <p><i>[For Goods supplied from abroad, state:]</i> “The delivery terms applicable to the Contract are DDP delivered <b>DAGUPAN CITY</b>. In accordance with INCOTERMS.”</p> <p><i>[For Goods supplied from within the Philippines, state:]</i> “The delivery terms applicable to this Contract are delivered <b>DAGUPAN CITY</b>. Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination.”</p> <p>Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements).</p> <p><b>Incidental Services –</b></p> <p>The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements:</p> <ul style="list-style-type: none"> <li>a. performance or supervision of on-site assembly and/or start-up of the supplied Goods;</li> </ul>
	<p><b>Packaging –</b></p> <p>The Supplier shall provide such packaging of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract. The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the Goods’ final destination and the absence of heavy handling facilities at all points in transit.</p>

	<p>The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified below, and in any subsequent instructions ordered by the Procuring Entity.</p> <p>The outer packaging must be clearly marked on at least four (4) sides as follows:</p> <p>Name of the Procuring Entity  Name of the Supplier  Contract Description  Final Destination  Gross weight  Any special lifting instructions  Any special handling instructions  Any relevant HAZCHEM classifications</p>
	<p>A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging.</p> <p><b>Transportation –</b></p> <p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.</p> <p>Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.</p>
	<p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this effect from the nearest Philippine consulate to the port of dispatch. In the event that carriers of Philippine registry are available but their schedule delays the Supplier in its performance of this Contract the period from when the Goods were first ready for shipment and the actual date of shipment the period of delay will be considered force majeure.</p> <p>The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic Suppliers risk and title will not be deemed to have passed to the Procuring Entity until</p>

their receipt and final acceptance at the final destination.

**Intellectual Property Rights –**

The Supplier shall indemnify the Procuring Entity against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof.

## Section VI. Schedule of Requirements

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

Item No.	Item Description	Qty	Unit	Delivered, Weeks/Months
1	ADDING MACHINE TAPE, 2"	1	roll	
2	ADHESIVE QUICK BOND, 3g/tube	1	tube	
3	AIR FRESHENER REFILL, for Auto Spray, 269ml	5	piece	
4	AIR FRESHENER, 320ml/can	38	can	
5	AIR FRESHENER, Auto Spray, 269ml	4	piece	
6	ALCOHOL, Ethyl, 70% Solution, 1gallon/bottle	2	bottle	
7	ALCOHOL, Ethyl, 70% Solution, 1liter/bottle Pump	6	bottle	
8	ALCOHOL, Ethyl, 70% Solution, 500ml/bottle	68	bottle	
9	ALCOHOL, Ethyl, 70% Solution, 500ml/bottle Pump	15	bottle	
10	ALCOHOL, Isopropyl, 70% Solution, 1gallon/bottle	18	bottle	
11	ALCOHOL, Isopropyl, 70% Solution, 500ml/bottle	20	bottle	
12	ALCOHOL, Isopropyl, 70% Solution, 500ml/bottle Pump	14	bottle	
13	AUTO VOLTAGE REGULATOR, 4 sockets	4	piece	
14	BALLPEN, Crystal Tech, 0.5, 50s/box, Black	33	box	
15	BALLPEN, Crystal Tech, 0.5, 50s/box, Blue	2	box	
16	BALLPEN, Crystal Tech, 0.5, Blue	2	piece	
17	BALLPEN, Crystal Tech, 0.5, Red	1	piece	
18	BALLPEN, Fine Tip, 0.5, Black	161	piece	
19	BALLPEN, Fine Tip, 0.5, Red	13	piece	
20	BALLPEN, Retractable, 0.5, Black	183	piece	
21	BALLPEN, Retractable, 0.5, Blue	23	piece	
22	BALLPEN, Retractable, 0.5, Red	13	piece	
23	BALLPEN, Tech Point, 0.3mm, Black	10	piece	
24	BATHROOM SOAP, 125g/box	22	box	
25	BATHROOM SOAP, 175g/box	30	box	
26	BATHROOM SOAP, 55g/pack	15	pack	
27	BATHROOM SOAP, 85g/box	1	box	
28	BATTERY, Dry Cell, 9 volts, 1pc/pack	3	pack	

29	BATTERY, Dry Cell, Size AA, 4pcs/pack	12	pack	
30	BATTERY, Dry Cell, Size AAA, 4pcs/pack	18	pack	
31	BATTERY, Rechargeable, Size AA, 2pcs/pack	2	pack	
32	BATTERY, Rechargeable, Size AAA, 2pcs/pack	2	pack	
33	BLEACHING SOLUTION, 100ml/bottle	25	bottle	
34	BLEACHING SOLUTION, 100ml/bottle x 72bottles/box	3	box	
35	BLEACHING SOLUTION, 1gallon/bottle	11	bottle	
36	BLEACHING SOLUTION, 1liter/bottle	2	bottle	
37	BOND PAPER, A4, Subs. 20, 500sheets/ream	134	ream	
38	BOND PAPER, Legal, Subs. 18, 500sheets/ream	15	ream	
39	BOND PAPER, Legal, Subs. 18, Colored, 500sheets/ream	5	ream	
40	BOND PAPER, Legal, Subs. 20, 500sheets/ream	133	ream	
41	BOND PAPER, Letter, Subs. 18, 500sheets/ream	15	ream	
42	BOND PAPER, Letter, Subs. 18, Colored, 500sheets/ream	5	ream	
43	BOND PAPER, Letter, Subs. 20, 500sheets/ream	80	ream	
44	BOOK PAPER, A4, Subs. 20, 500sheets/ream	47	ream	
45	BOOK PAPER, Legal, Subs. 20, 500sheets/ream	72	ream	
46	BOOK PAPER, Letter, Subs. 20, 500sheets/ream	72	ream	
47	BOOKBIND COVER, Long, Clear Plastic, 5s/pack	22	pack	
48	BOOKBIND COVER, Short, Clear Plastic, 5s/pack	7	pack	
49	BROOM, Soft (Tambo)	19	piece	
50	BROOM, Stick (Ting-ting)	18	piece	
51	BROOM, Stick (Ting-ting), with Long Wooden Handle	4	piece	
52	CALCULATOR, Basic Compact, 12 Digits	5	piece	
53	CALCULATOR, Basic Compact, 14 Digits	3	piece	
54	CALCULATOR, Basic Compact, 16 Digits	5	piece	
55	CARTOLINA, Single, White	1	pack	
56	CEILING COBWEB REMOVER, long Wooden/ Plastic Handle	1	piece	
57	CLEANER, Toilet Bowl and Urinal, 500ml/bottle	6	bottle	
58	CLEANER, Toilet Bowl and Urinal,	15	bottle	

	900ml/bottle			
59	CLEANSER, Scouring Powder, 350g/canister	26	canister	
60	CLEARBOOK, 20 pockets, Legal Size	5	piece	
61	CLIP BACKFOLD, Metal Clamping, 32mm, 12s/box	30	box	
62	CLIP BACKFOLD, Metal Clamping, 50mm, 12s/box	14	box	
63	CLIP BULLDOG, Big, 12pcs/box	8	box	
64	CLIP BULLDOG, Small, 12pcs/box	8	box	
65	CLIPBOARD, A4 Size, Metal Clamping, Plastic Board	17	piece	
66	CLIPBOARD, FC Legal, Metal Clamping, Plastic Board	13	piece	
67	CLOTH, Franela	2	piece	
68	COMPACT DISC, ReWriteable, with Case	400	piece	
69	CORRECTION TAPE REFILL, 6m x 5mm, 2pcs/pack	29	pack	
70	CORRECTION TAPE, 8m x 5mm	167	piece	
71	CORRECTION TAPE, Refillable, 6m x 5mm	6	pack	
72	CUTTER BLADE, Heavy Duty Refill, 10pcs/tube	3	tube	
73	CUTTER, Heavy Duty	5	piece	
74	DATA FILE BOX, Double	6	piece	
75	DATA FILE BOX, Single	5	piece	
76	DATA FILE BOX, Triple	10	piece	
77	DATA Folder 3" Ledger 70mm Long two tables Green	1	piece	
78	DATER STAMP, 3mm	1	piece	
79	DETERGENT BAR, 125g/piece	30	piece	
80	DETERGENT BAR, 380g/piece	31	piece	
81	DETERGENT POWDER, 1kg/pack	9	pack	
82	DETERGENT POWDER, 50g/pack	311	pack	
83	DISHWASHING FOAM, 100x70x40mm	22	piece	
84	DISHWASHING LIQUID, 240ml/bottle	39	bottle	
85	DISHWASHING LIQUID, 780ml/bottle	14	bottle	
86	DISHWASHING LIQUID, Refill, 550ml/pack	2	pack	
87	DISINFECTANT LIQUID, Multi Surface Cleaner, 900ml/bottle	18	bottle	
88	DISINFECTANT SPRAY, 340g/can	31	can	
89	DISINFECTANT SPRAY, 510g/can	20	can	
90	DOOR MAT, Cloth	54	piece	
91	DOOR MAT, Rubber	4	piece	
92	DRY SEAL, Machine Engraved, Customized Logo	2	piece	

93	DUSTPAN, Plastic, Large, with Handle	12	piece	
94	ELECTRICAL TAPE, Big	2	piece	
95	ENVELOPE, Brown, A4, 500pcs/box	1	box	
96	ENVELOPE, Brown, Legal, 500pcs/box	2	box	
97	ENVELOPE, Brown, Legal, Single	144	piece	
98	ENVELOPE, Brown, Short, Single	294	piece	
99	ENVELOPE, Expanding, Kraftboard, Long	90	piece	
100	ENVELOPE, Expanding, Kraftboard, Long, 100pcs/box	3	box	
101	ENVELOPE, Mailing, White, Long, 500s/box	24	box	
102	ENVELOPE, Mailing, White, Short, 500s/box	1	box	
103	FABRIC CONDITIONER, 22ml/pack	135	pack	
104	FACIAL TISSUE, 100s/pack	19	pack	
105	FEATHER DUSTER, Plastic Handle	5	piece	
106	FILE ORGANIZER BOX, with Cover, Chipboard, 11x15 5/8x11	6	piece	
107	FLASH DRIVE, 16gb	4	piece	
108	FLASH DRIVE, 32gb	16	piece	
109	FLASH DRIVE, 64gb	5	piece	
110	FOLDER, Pressboard, Long	25	piece	
111	FOLDER, Pressboard, Long, 100sheets/box	9	box	
112	FOLDER, Pressboard, Short	25	piece	
113	FOLDER, Pressboard, Short, 100sheets/box	4	box	
114	FOLDER, Sliding, Cardboard, Long	40	piece	
115	FOLDER, Sliding, Cardboard, Short	40	piece	
116	FOLDER, Tagboard, Long	15	piece	
117	FOLDER, Tagboard, Long, 100pcs/pack	3	pack	
118	FOLDER, Tagboard, Short	5	piece	
119	FOLDER, Tagboard, Short, 100pcs/pack	3	pack	
120	FURNITURE CLEANER, with Cleansing Conditioner, 330ml/can	6	can	
121	GLASS CLEANER, with Sprayer, 350ml/bottle	3	bottle	
122	GLASS CLEANER, with Sprayer, 500ml/bottle	4	bottle	
123	GLUE GUN, Heavy Duty	3	piece	
124	GLUE STICK, 4s/pack	10	pack	
125	GLUE, All Purpose, 130g/jar	5	jar	
126	GLUE, All Purpose, 240g/jar	2	jar	
127	GLUE, All Purpose, Water Well, 200g/jar	3	jar	
128	GUN TACKER WIRE, T50, 1250pcs/box	1	box	
129	GUN TACKER, Heavy Duty	2	piece	



130	HAND SANITIZER, 200ml/bottle	11	bottle	
131	HAND TOWEL, Cotton	10	piece	
132	HDMI CABLE, 20 meters	1	piece	
133	HDMI CABLE, 20 meters	1	piece	
134	INDEX CARD, 3x5, 100s/pack	2	pack	
135	INDEX CARD, 5x8, 100s/pack	4	pack	
136	INSECTICIDE SPRAY, 500ml/can	25	can	
137	KEYBOARD MOUSE PACK, Wired, USB Connection	2	pack	
138	KEYBOARD, with NumPad, Wired, USB Connection	1	piece	
139	LAMINATING FILM, A4, 222x286mm x 125microns/box	2	box	
140	LIQUID SOSA, 500ml/bottle	17	bottle	
141	MANILA PAPER, 24sheets/roll	4	roll	
142	MARKER INK REFILL, Permanent, 20ml/bottle, Black	1	bottle	
143	MARKER, Fluorescent, 3 assorted colors/set	19	set	
144	MARKER, Permanent, Broad Tip, Black	30	piece	
145	MARKER, Permanent, Broad Tip, Blue	12	piece	
146	MARKER, Permanent, Fine Tip, 12pcs/box, Black	4	box	
147	MARKER, Permanent, Fine Tip, 12pcs/box, Blue	2	box	
148	MARKER, Permanent, Fine Tip, 12pcs/box, Red	2	box	
149	MARKER, Whiteboard, Broad Tip, Black	13	piece	
150	MARKER, Whiteboard, Fine Tip, Black	16	piece	
151	MARKER, Whiteboard, Fine Tip, Blue	3	piece	
152	MARKER, Whiteboard, Fine Tip, Red	3	piece	
153	MOP HANDLE, Metal Handle, Metal Frame, 5ft	4	piece	
154	MOP HANDLE, Plastic Handle, Plastic Frame, Heavy Duty, 5ft	4	piece	
155	MOP SQUEEZER, Tornado	2	set	
156	MOPHEAD, Cotton, 500g	6	piece	
157	MOPHEAD, Cotton, 600g	20	piece	
158	MOUSE PAD, Basic	6	piece	
159	MOUSE, Wireless, USB Bluetooth Connection	13	piece	
160	MURIATIC ACID, 1gallon/bottle	5	bottle	
161	MURIATIC ACID, 1L/bottle	13	bottle	
162	MURIATIC ACID, 500ml/bottle	1	bottle	
163	NOTE PAD, Stick On, 2" x 3", 100sheets/pad	11	pad	
164	NOTE PAD, Stick On, 3" x 3",	40	pad	

	100sheets/pad			
165	NOTE PAD, Stick On, 3" x 4", 100sheets/pad	12	pad	
166	NOTE PAD, Stick On, 3" x 5", 100sheets/pad	10	pad	
167	NOTEBOOK, Spiral, 80 leaves	29	piece	
168	PAD PAPER, Yellow Pad, 80leaves/pad	17	pad	
169	PAPER BINDING COMB, Plastic, 1"	5	piece	
170	PAPER CLIP, Plastic Coated, 33mm, 50g/box	14	box	
171	PAPER CLIP, Plastic Coated, 50mm, 50g/box	6	box	
172	PAPER CUTTER, Wooden Base, 12x15	1	piece	
173	PAPER FASTENER, Metal, Non-Rust, 50s/box	2	box	
174	PAPER FASTENER, Plastic, 50S/BOX	20	box	
175	PAPER TOWEL, Jumbo Roll, 2ply	14	roll	
176	PAPER, Parchment, A4, Multi-Purpose	6	pack	
177	PAPER, Thermal, 55gsm, 216mm x 30m	10	roll	
178	PASTE, Water Well, 200g/jar	2	jar	
179	PEN HOLDER, Steel	1	piece	
180	PENCIL SHARPENER, Manual, Sigle Cutter Head	3	piece	
181	PENCIL, Lead #1, 12s/box	3	box	
182	PENCIL, Lead #2, 12s/box	8	box	
183	PHOTO PAPER, A3, 230g, Glossy, 20s/pack	4	pack	
184	PHOTO PAPER, A4, 230g, Glossy, 20s/pack	24	pack	
185	PLASTIC COVER, 1yard/roll	20	roll	
186	PRINTER INK CARTRIDGE, Canon 810, Black	1	piece	
187	PRINTER INK CARTRIDGE, Canon 811, Tri-Color	2	piece	
188	PRINTER INK CARTRIDGE, HP 680, Black	6	piece	
189	PRINTER INK CARTRIDGE, HP 680, Tri- Color	4	piece	
190	PRINTER INK CARTRIDGE, HP 704, Black	2	piece	
191	PRINTER INK CARTRIDGE, HP 704, Colored	2	piece	
192	PRINTER INK REFILL, Brother BT D60, 108.0ml/bottle, Black	7	bottle	
193	PRINTER INK REFILL, Brother BT5000, 48.8ml/bottle, Cyan	9	bottle	
194	PRINTER INK REFILL, Brother BT5000, 48.8ml/bottle, Magenta	9	bottle	

195	PRINTER INK REFILL, Brother BT5000, 48.8ml/bottle, Yellow	9	bottle	
196	PRINTER INK REFILL, Brother BT6000, 108.0ml/bottle, Black	2	bottle	
197	PRINTER INK REFILL, Canon GI790, 135ml/bottle, Black	2	bottle	
198	PRINTER INK REFILL, Canon GI790, 70ml/bottle, Cyan	2	bottle	
199	PRINTER INK REFILL, Canon GI790, 70ml/bottle, Magenta	2	bottle	
200	PRINTER INK REFILL, Canon GI790, 70ml/bottle, Yellow	2	bottle	
201	PRINTER INK REFILL, Epson 003, 65ml/bottle, Black	67	bottle	
202	PRINTER INK REFILL, Epson 003, 65ml/bottle, Cyan	30	bottle	
203	PRINTER INK REFILL, Epson 003, 65ml/bottle, Magenta	30	bottle	
204	PRINTER INK REFILL, Epson 003, 65ml/bottle, Yellow	30	bottle	
205	PRINTER INK REFILL, Epson T6641, 70ml/bottle, Black	2	bottle	
206	PRINTER INK REFILL, Epson T6642, 70ml/bottle, Cyan	2	bottle	
207	PRINTER INK REFILL, Epson T6643, 70ml/bottle, Magenta	2	bottle	
208	PRINTER INK REFILL, Epson T6644, 70ml/bottle, Yellow	2	bottle	
209	PUNCHER, Paper, Heavy Duty, Two Hole Guide	3	piece	
210	PUSH BRUSH, Plastic Handle	2	piece	
211	PUSH PIN, 100pcs/box	1	box	
212	PVC ID PRINTER RIBBON, CS-2 series, YMCKO with 400 PVC pack	2	pack	
213	RAG, Cotton, 8"	96	piece	
214	RECORD BOOK, Hard Bound, 150 pages	18	piece	
215	RECORD BOOK, Hard Bound, 200 pages	12	piece	
216	RECORD BOOK, Hard Bound, 300 pages	10	piece	
217	RECORD BOOK, Hard Bound, 500 pages	10	piece	
218	RECORD BOOK, Hard Bound, 500 pages (Big)	15	piece	
219	RIBBON CARTRIDGE, Epson C13S015632, Black, for LX-310	60	piece	
220	RJ45 CONNECTOR, Passthrough, 100s/pack	1	pack	
221	RUBBER BAND, #14	10	box	
222	RUBBER BAND, #18	5	box	
223	RULER, Plastic, 18"	7	piece	

224	RULER, Steel, 18"	3	piece	
225	SCISSORS, Multi-Purpose, 8"	11	pair	
226	SCOURING PAD, 3pcs/pack	10	pack	
227	SCOURING PAD, with Foam	18	piece	
228	SIGN PEN, Gel Point, 0.5mm, Black	37	piece	
229	SIGN PEN, Gel Point, 0.7mm, Black	12	piece	
230	SIGN PEN, Gel Point, 1.0mm, Black	5	piece	
231	SIGN PEN, Impact Gel, 1.0mm, Black	11	piece	
232	SOAP, Hand Wash Liquid, 225ml/bottle	11	bottle	
233	SOAP, Hand Wash Liquid, 500ml/bottle	4	bottle	
234	SPECIALTY PAPER, 220gsm, A4, 100sheets/bundle	4	bundle	
235	SPECIALTY PAPER, 220gsm, A4, 10sheets/pack	11	pack	
236	SPECIALTY PAPER, 220gsm, Long, 100sheets/bundle	3	bundle	
237	SPECIALTY PAPER, 220gsm, Long, 10sheets/pack	2	pack	
238	SPECIALTY PAPER, 220gsm, Short, 100sheets/bundle	2	bundle	
239	SPONGE, Regular, with Scrub Pad	14	piece	
240	STAMP PAD INK, 950ml/bottle	6	bottle	
241	STAMP PAD, Big	4	piece	
242	STAMP PAD, Small	2	piece	
243	STAMP, Self Inking, Customized, Big	1	piece	
244	STAMP, Self Inking, Customized, Small	4	piece	
245	STAPLE REMOVER, Plier Type	5	piece	
246	STAPLE REMOVER, Twin Jaws	5	piece	
247	STAPLE WIRE, #10, 1000pcs/box	3	box	
248	STAPLE WIRE, #35, 5000pcs/box	20	box	
249	STAPLER, #35, Heavy Duty, with Staple Remover	25	piece	
250	STICK ON NOTES, 1.3x4.3, 5 Colors x 25Sheets/pack	22	pack	
251	STICKER PAPER, A4, Glossy, 10sheets/pack	2	pack	
252	STICKER PAPER, A4, Matte, 10sheets/pack	19	pack	
253	STICKER PAPER, Legal, Glossy, 10sheets/pack	20	pack	
254	STORAGE BOX, Plastic, with Cover, 87 Liters	9	piece	
255	TAPE DISPENSER, Heavy Duty, 1", Desktop	3	piece	
256	TAPE, Double Sided, 1"	8	roll	
257	TAPE, Double Sided, 1/2"	6	roll	
258	TAPE, Double Sided, 3/4"	7	roll	

259	TAPE, Duct, 2"	8	roll	
260	TAPE, Masking, 1"	34	roll	
261	TAPE, Masking, 2"	33	roll	
262	TAPE, Packaging, 2"	23	roll	
263	TAPE, Transparent, 1"	11	roll	
264	TAPE, Transparent, 2"	26	roll	
265	THUMB TACKS, 90pcs/box	7	box	
266	TISSUE PAPER, 2ply, 12rolls/pack	107	pack	
267	TISSUE PAPER, 2ply, 9rolls/pack	11	pack	
268	TOILET BOWL AND URINAL CLEANER, 900ml/bottle	16	bottle	
269	TOILET BOWL BRUSH, Metal Handle	2	piece	
270	TOILET BOWL BRUSH, Wooden Handle	2	piece	
271	TOILET DEODORANT CAKE, 100g	40	piece	
272	TOILET DEODORANT CAKE, 50g	86	piece	
273	TOILET SUCTION PUMP, Rubber, Wooden Handle	2	piece	
274	TONER CARTRIDGE, HP 285a (85a), Black	4	piece	
275	TONER CARTRIDGE, HP 35a, Black	1	piece	
276	TRASH BAG, Plastic, Large, 10pcs/pack	60	pack	
277	TRASH BAG, Plastic, Medium, 10pcs/pack	12	pack	
278	TRASH BAG, Plastic, Xlarge, 10pcs/pack	15	pack	
279	TRASH BAG, Plastic, XXLlarge, 10pcs/pack	884	pack	
280	TRASH CAN, with Cover, Drum Type	10	piece	
281	YMCKO Ribbon with 440 PVC print pack, CS-200e	1	pack	
282	Adapter Plug	5	piece	
283	Basin, Plastic, Big	5	piece	
284	Certificate Holder, A4	25	piece	
285	Chopping board, 12*10 inches	2	piece	
286	Disposable Bowl, 100s/pack	23	pack	
287	Disposable cups, 12oz, 25s/pack, Styro	109	pack	
288	Disposable Cups, Plastic, 50s/pack 12 oz	49	pack	
289	Disposable Fork, 100s/pack	18	pack	
290	Disposable Paper Plate, 100s/pack	18	pack	
291	Disposable Spoon, 100s/pack	50	pack	
292	Kitchen Knife	5	piece	
293	Polo Shirt with print and logo (Sublimation)	10	piece	
294	Disposable Cups, 8oz, 25s/pack, Styro	3	pack	
295	Disposable Fork, 25s/pack	41	pack	
296	Disposable spoon, 25s/pack	32	pack	
297	Monobloc Chair with Back Rest, without arm rest	207	piece	
298	Rainboots	19	piece	

299	Raincoat, Butterfly	20	piece	
300	Wall clock Heavy Duty	1	piece	
301	Bulb LED, 11watts	2	piece	
302	Doorknob	6	piece	
303	Extension cord 4 gang outlet cord reel power station	1	set	
304	Pad Lock, #40	2	piece	
305	Pail, Plastic, 16liters	1	piece	
306	Bulb, LED, 25 watts	5	piece	
307	Doorknob, Heavy Duty	1	piece	
308	Fire Extinguisher Refill per lbs	10	pound	
309	LPG Refill	16	piece	
310	Pad Lock, Heavy Duty 70mm	6	pack	
311	Bulb, 11watts	3	piece	
312	Bulb, 9 watts, LED Bulb Daylight	20	piece	
313	Certificate Holder, Short	35	piece	
314	Extension Cord, 10meters, 4 port	1	piece	
315	Extension Cord, 4 gang, 3-5meters, with Switch, Heavy Duty	6	piece	
316	Flourescent Tube 18 watts LED	12	piece	
317	Blood pressure aparatus Heavy duty	2	piece	
318	Disposable Cups, Plastic, 25s/pack 8 oz	13	pack	
319	Disposable Gloves, 50s/box	3	pack	
320	Disposable Plate, 100s/pack, Styro	14	pack	
321	Disposable Styro, Spaghetti Type, 100s/pack	5	pack	
322	Microphone wireless 2 handheld	5	piece	
323	Plastic Bag, Sando, Medium	20	piece	
324	Plastic Bag, Sando, XL	20	piece	
325	Bulb LED, 15watts	24	piece	
326	Polo Shirts with Print	35	piece	
327	Tornado Mop	4	piece	
328	Tornado Mop	2	Tank	
329	Cable Ties 5inch 100pcs	2	pack	
330	Cable Ties 5inch 100pcs	3	unit	
331	Extension Cord, 3m, 3gang	2	piece	
332	Straw Rope	2	piece	
333	Plastic Bag, Sando, Large	45	piece	
334	Adjustable Wrench 12inches	1	piece	
335	Basin, Aluminum, Big	4	piece	
336	Butane Canister Refill	10	piece	
337	Chopping Knife	8	piece	
338	Plastic Bag, Clear, 100s, 8x10	25	piece	
339	Pot Holder	55	piece	
340	Towel, Hand 9" x 15"	40	unit	

341	Flashlight, Rechargeable	2	piece	
342	Disposable spoon fork, 20s/pack	8	pack	
343	Raincoat, with Pants	16	set	
344	Shampoo	130	pack	
345	Coffee Maker Filter	4	box	
346	Flat bed sheet	5	piece	
347	Flourescent Tube LED, 15 watts	10	piece	
348	Long Nose Plier	1	piece	
349	Microphone, Unidirectional Dynamic, 10ft. Cord	2	piece	
350	Pillow Big	10	piece	
351	Pillow Case	10	piece	
352	Rags 1 sack	1	sack	
353	Sando Bag (s / m / L ) white (100's) pack	15	pack	
354	Stethoscope	3	piece	
355	Towel Bath	7	piece	
356	WD 40 412ml	15	unit	
357	Disposable Cups, 8oz, 50s/pack, paper	5	pack	
358	Car Deodorizer	5	piece	
359	Cork Board 2'x3'	1	piece	
360	Disposable Soup bowl with lid Styro 10s	20	box	
361	Door Lock	6	unit	
362	I.D. Lanyard Customized	40	piece	
363	Heavy Duty Steel Push Cart	2	unit	
364	HDMi Cable, 10 meters	1	piece	
365	Tarpaulin standee 2x6ft	3	piece	
366	Cable Ties 6inch 100pcs	2	pack	
367	Casseroles, Big	1	piece	
368	Male Plug, 20A	5	piece	
369	Electric Stove, Double Burner, Heavy Duty	1	unit	
370	Frying Pan non grease	2	piece	
371	BATHROOM SOAP, 130g/box	2	box	
372	CARTOLINA, Assorted Colors, 10sheets/pack	2	pack	
373	CREPE PAPER, Colored, 500x2000mm	25	piece	
374	CORRECTION PEN, 12ml/piece	10	piece	
375	FOLDER, Pressboard, Long, 100sheets/box (GREEN)	2	box	
376	Bowl, per Dozen	1	Dozen	
377	Chopping board, regular size	2	piece	
378	Cups & Saucers, Pair, per Dozen	2	set	
379	Cups, Ceramics	20	piece	
380	Dish Cabinet	5	piece	
381	MICROPHONE, Wired	1	unit	
382	PVC Air Compressor Hose 30m long quick	1	unit	

	connect for pneumatic wrench			
383	Allen Wrench Set	1	set	
384	Alcohol, Isopropyl, 70% Solution, 500ml/bottle	30	bottle	
385	Battery, Dry Cell, Size D, 1.5 volts, 2pcs/pack	2	pack	
386	Battery, Rechargeable, Size AA, 2s/pack	2	pack	
387	Battery, Rechargeable, Size AAA, 2s/pack	3	pack	
388	Bleaching Solution, 1gallon/bottle	2	bottle	
389	Bond Paper,Letter, Subs. 20, 500sheets/ream	20	ream	
390	Calculator Ribbon, for Adding Machine	2	Spool	
391	Ceiling Cobweb Remover, long Wooden/Plastic Handle	1	piece	
392	Chipboard, 30x40x30	5	piece	
393	Classic Ribbon, 1/4" Assorted Color	1	Spool	
394	CLEANER,TOILET BOWL AND URINAL 900ml/bottle	4	bottle	
395	Cloth, Franela	5	piece	
396	Disinfectant Solution , Concentrate, 500ml/bottle	4	bottle	
397	Dustpan, Plastic, Large, with handle	4	piece	
398	Flash Drive, 16 GB	3	piece	
399	ILLUSTRATION BOARD, 30x20 (1/2)	5	piece	
400	ILLUSTRATION BOARD, 30x40 (1 whole)	2	piece	
401	MARKER, FLUORESCENT, 3 assorted colors per set	10	set	
402	Marker, Permanent, Fine Tip, 12s/box, Black	6	box	
403	Marker, Permanent, Fine Tip, 12s/box, Blue	2	box	
404	Mop Handle, Metal Handle, Metal Frame, 5ft	2	piece	
405	Mop Refill, Tornado	4	piece	
406	Paper Binding Comb, Plastic, 1/4"	5	piece	
407	Paper Binding Comb, Plastic, 1/2"	10	piece	
408	Paper Binding Comb, Plastic, 3/4"	5	piece	
409	Paper Binding Comb, Plastic, 1 1/2"	3	piece	
410	Pencil, Colored, 12s/box	1	box	
411	Printer Ink Refill, Epson T6731, 70ml/bottle, Black	6	bottle	
412	Printer Ink Refill, Epson T6732, 70ml/bottle, Cyan	2	bottle	
413	Printer Ink Refill, Epson T6733, 70ml/bottle, Magenta	2	bottle	
414	Printer Ink Refill, Epson T6734, 70ml/bottle, Yellow	2	bottle	



415	Printer Ink Refill, Epson T6735, 70ml/bottle, Light Cyan	2	bottle	
416	Printer Ink Refill, Epson T6736, 70ml/bottle, Light Magenta	2	bottle	
417	Push Pin, 100s/box	2	box	
418	Safety Pins, 20mm, Metal	50	piece	
419	Scissors, Multi-Purpose, 8"	5	pair	
420	Sign Pen, Gel Point 0.5, Black	10	piece	
421	Sign Pen, Gel Point 1.0, Black	10	piece	
422	Soap Hand Wash Liquid, 500ml/bottle	6	bottle	
423	Special Paper, 220gsm, Short, 10sheets/pack	2	pack	
424	Tape, Double Sided , 1"	2	roll	
425	Tape, Double Sided , 1/2"	5	roll	
426	Tape, Double Sided , 3/4"	1	roll	
427	Toilet Bowl & Urinal Cleaner, 900ml/bottle	4	bottle	
428	Trash Bag, Plastic, XLarge, 10s/pack	10	pack	
429	Trash Bag, Plastic, XXLarge, 10s/pack	10	pack	
430	Cork Board 2'x4'	1	piece	
431	PRINTER INK TONER, Brother TN261, Black	1	piece	
432	PRINTER INK TONER, Brother TN261, Cyan	1	piece	
433	PRINTER INK TONER, Brother TN261, Magenta	1	piece	
434	PRINTER INK TONER, Brother TN261, Yellow	1	piece	
435	Frying Pan non grease with cover	1	piece	
436	Mini Computer Speaker USB Wired	3	unit	
437	Polo Shirt with Collar and print	15	piece	
438	CPE710 5GHz AC 867Mbps 23dBi Outdoor CPE Outdoor AP P2P Point to Point	2	unit	
439	4.6mm x 200mm Stainless Steel Cable Ties, Metal Cable Ties, Stainless Steel Zip Ties (Silver) 100pcs	2	pack	
440	Jumper Boots	15	piece	
441	Flatcord Stranded Wire AWG 14/2C 20 Meters	2	unit	
442	Universal Surface Outlet 4 gang	4	unit	
443	15A 250V Heavy Duty Rubber/Regular Plug	4	unit	
444	BATTERY, Rechargeable, 9 volts, 175mAh, 1pc/pack	2	pack	
445	FOLDER, Tagboard, A4	10	piece	
446	PHILIPPINE NATIONAL FLAG, 100% nylon 4x6	1	piece	

447	Acrylic Display Holder, A4	35	piece	
448	Adjustable Temperature Electric Soldering Iron Kit Multimeter Welding Tool	1	piece	
449	Door Latch Frame Set	1	pack	
450	Drinking Glasses	8	piece	

I hereby certify to comply and deliver all the above requirements.

Name: \_\_\_\_\_

Legal Capacity: \_\_\_\_\_

Signature: \_\_\_\_\_

Duly authorized to sign the Bid for and behalf of: \_\_\_\_\_

## **Section VII. Technical Specifications**

## Technical Specifications

Item	Specification	Statement of Compliance
		[Bidders must state here either “Comply” or “Not Comply” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer’s un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]

Item No.	Item Description	Qty	Unit	Statement of Compliance
1	ADDING MACHINE TAPE, 2"	1	roll	
2	ADHESIVE QUICK BOND, 3g/tube	1	tube	
3	AIR FRESHENER REFILL, for Auto Spray, 269ml	5	piece	
4	AIR FRESHENER, 320ml/can	38	can	
5	AIR FRESHENER, Auto Spray, 269ml	4	piece	
6	ALCOHOL, Ethyl, 70% Solution, 1gallon/bottle	2	bottle	
7	ALCOHOL, Ethyl, 70% Solution, 1liter/bottle Pump	6	bottle	
8	ALCOHOL, Ethyl, 70% Solution, 500ml/bottle	68	bottle	
9	ALCOHOL, Ethyl, 70% Solution, 500ml/bottle Pump	15	bottle	
10	ALCOHOL, Isopropyl, 70% Solution, 1gallon/bottle	18	bottle	
11	ALCOHOL, Isopropyl, 70% Solution, 500ml/bottle	20	bottle	
12	ALCOHOL, Isopropyl, 70% Solution, 500ml/bottle Pump	14	bottle	
13	AUTO VOLTAGE REGULATOR, 4 sockets	4	piece	
14	BALLPEN, Crystal Tech, 0.5, 50s/box, Black	33	box	

15	BALLPEN, Crystal Tech, 0.5, 50s/box, Blue	2	box	
16	BALLPEN, Crystal Tech, 0.5, Blue	2	piece	
17	BALLPEN, Crystal Tech, 0.5, Red	1	piece	
18	BALLPEN, Fine Tip, 0.5, Black	161	piece	
19	BALLPEN, Fine Tip, 0.5, Red	13	piece	
20	BALLPEN, Retractable, 0.5, Black	183	piece	
21	BALLPEN, Retractable, 0.5, Blue	23	piece	
22	BALLPEN, Retractable, 0.5, Red	13	piece	
23	BALLPEN, Tech Point, 0.3mm, Black	10	piece	
24	BATHROOM SOAP, 125g/box	22	box	
25	BATHROOM SOAP, 175g/box	30	box	
26	BATHROOM SOAP, 55g/pack	15	pack	
27	BATHROOM SOAP, 85g/box	1	box	
28	BATTERY, Dry Cell, 9 volts, 1pc/pack	3	pack	
29	BATTERY, Dry Cell, Size AA, 4pcs/pack	12	pack	
30	BATTERY, Dry Cell, Size AAA, 4pcs/pack	18	pack	
31	BATTERY, Rechargeable, Size AA, 2pcs/pack	2	pack	
32	BATTERY, Rechargeable, Size AAA, 2pcs/pack	2	pack	
33	BLEACHING SOLUTION, 100ml/bottle	25	bottle	
34	BLEACHING SOLUTION, 100ml/bottle x 72bottles/box	3	box	
35	BLEACHING SOLUTION, 1gallon/bottle	11	bottle	
36	BLEACHING SOLUTION, 1liter/bottle	2	bottle	
37	BOND PAPER, A4, Subs. 20, 500sheets/ream	134	ream	
38	BOND PAPER, Legal, Subs. 18, 500sheets/ream	15	ream	
39	BOND PAPER, Legal, Subs. 18, Colored, 500sheets/ream	5	ream	
40	BOND PAPER, Legal, Subs. 20, 500sheets/ream	133	ream	
41	BOND PAPER, Letter, Subs. 18, 500sheets/ream	15	ream	
42	BOND PAPER, Letter, Subs. 18, Colored, 500sheets/ream	5	ream	
43	BOND PAPER, Letter, Subs. 20, 500sheets/ream	80	ream	
44	BOOK PAPER, A4, Subs. 20, 500sheets/ream	47	ream	
45	BOOK PAPER, Legal, Subs. 20, 500sheets/ream	72	ream	
46	BOOK PAPER, Letter, Subs. 20, 500sheets/ream	72	ream	
47	BOOKBIND COVER, Long, Clear Plastic,	22	pack	

	5s/pack			
48	BOOKBIND COVER, Short, Clear Plastic, 5s/pack	7	pack	
49	BROOM, Soft (Tambo)	19	piece	
50	BROOM, Stick (Ting-ting)	18	piece	
51	BROOM, Stick (Ting-ting), with Long Wooden Handle	4	piece	
52	CALCULATOR, Basic Compact, 12 Digits	5	piece	
53	CALCULATOR, Basic Compact, 14 Digits	3	piece	
54	CALCULATOR, Basic Compact, 16 Digits	5	piece	
55	CARTOLINA, Single, White	1	pack	
56	CEILING COBWEB REMOVER, long Wooden/ Plastic Handle	1	piece	
57	CLEANER, Toilet Bowl and Urinal, 500ml/bottle	6	bottle	
58	CLEANER, Toilet Bowl and Urinal, 900ml/bottle	15	bottle	
59	CLEANSER, Scouring Powder, 350g/canister	26	canister	
60	CLEARBOOK, 20 pockets, Legal Size	5	piece	
61	CLIP BACKFOLD, Metal Clamping, 32mm, 12s/box	30	box	
62	CLIP BACKFOLD, Metal Clamping, 50mm, 12s/box	14	box	
63	CLIP BULLDOG, Big, 12pcs/box	8	box	
64	CLIP BULLDOG, Small, 12pcs/box	8	box	
65	CLIPBOARD, A4 Size, Metal Clamping, Plastic Board	17	piece	
66	CLIPBOARD, FC Legal, Metal Clamping, Plastic Board	13	piece	
67	CLOTH, Franela	2	piece	
68	COMPACT DISC, ReWriteable, with Case	400	piece	
69	CORRECTION TAPE REFILL, 6m x 5mm, 2pcs/pack	29	pack	
70	CORRECTION TAPE, 8m x 5mm	167	piece	
71	CORRECTION TAPE, Refillable, 6m x 5mm	6	pack	
72	CUTTER BLADE, Heavy Duty Refill, 10pcs/tube	3	tube	
73	CUTTER, Heavy Duty	5	piece	
74	DATA FILE BOX, Double	6	piece	
75	DATA FILE BOX, Single	5	piece	
76	DATA FILE BOX, Triple	10	piece	
77	DATA Folder 3" Ledger 70mm Long two tables Green	1	piece	
78	DATER STAMP, 3mm	1	piece	
79	DETERGENT BAR, 125g/piece	30	piece	

80	DETERGENT BAR, 380g/piece	31	piece	
81	DETERGENT POWDER, 1kg/pack	9	pack	
82	DETERGENT POWDER, 50g/pack	311	pack	
83	DISHWASHING FOAM, 100x70x40mm	22	piece	
84	DISHWASHING LIQUID, 240ml/bottle	39	bottle	
85	DISHWASHING LIQUID, 780ml/bottle	14	bottle	
86	DISHWASHING LIQUID, Refill, 550ml/pack	2	pack	
87	DISINFECTANT LIQUID, Multi Surface Cleaner, 900ml/bottle	18	bottle	
88	DISINFECTANT SPRAY, 340g/can	31	can	
89	DISINFECTANT SPRAY, 510g/can	20	can	
90	DOOR MAT, Cloth	54	piece	
91	DOOR MAT, Rubber	4	piece	
92	DRY SEAL, Machine Engraved, Customized Logo	2	piece	
93	DUSTPAN, Plastic, Large, with Handle	12	piece	
94	ELECTRICAL TAPE, Big	2	piece	
95	ENVELOPE, Brown, A4, 500pcs/box	1	box	
96	ENVELOPE, Brown, Legal, 500pcs/box	2	box	
97	ENVELOPE, Brown, Legal, Single	144	piece	
98	ENVELOPE, Brown, Short, Single	294	piece	
99	ENVELOPE, Expanding, Kraftboard, Long	90	piece	
100	ENVELOPE, Expanding, Kraftboard, Long, 100pcs/box	3	box	
101	ENVELOPE, Mailing, White, Long, 500s/box	24	box	
102	ENVELOPE, Mailing, White, Short, 500s/box	1	box	
103	FABRIC CONDITIONER, 22ml/pack	135	pack	
104	FACIAL TISSUE, 100s/pack	19	pack	
105	FEATHER DUSTER, Plastic Handle	5	piece	
106	FILE ORGANIZER BOX, with Cover, Chipboard, 11x15 5/8x11	6	piece	
107	FLASH DRIVE, 16gb	4	piece	
108	FLASH DRIVE, 32gb	16	piece	
109	FLASH DRIVE, 64gb	5	piece	
110	FOLDER, Pressboard, Long	25	piece	
111	FOLDER, Pressboard, Long, 100sheets/box	9	box	
112	FOLDER, Pressboard, Short	25	piece	
113	FOLDER, Pressboard, Short, 100sheets/box	4	box	
114	FOLDER, Sliding, Cardboard, Long	40	piece	
115	FOLDER, Sliding, Cardboard, Short	40	piece	
116	FOLDER, Tagboard, Long	15	piece	
117	FOLDER, Tagboard, Long, 100pcs/pack	3	pack	
118	FOLDER, Tagboard, Short	5	piece	

119	FOLDER, Tagboard, Short, 100pcs/pack	3	pack	
120	FURNITURE CLEANER, with Cleansing Conditioner, 330ml/can	6	can	
121	GLASS CLEANER, with Sprayer, 350ml/bottle	3	bottle	
122	GLASS CLEANER, with Sprayer, 500ml/bottle	4	bottle	
123	GLUE GUN, Heavy Duty	3	piece	
124	GLUE STICK, 4s/pack	10	pack	
125	GLUE, All Purpose, 130g/jar	5	jar	
126	GLUE, All Purpose, 240g/jar	2	jar	
127	GLUE, All Purpose, Water Well, 200g/jar	3	jar	
128	GUN TACKER WIRE, T50, 1250pcs/box	1	box	
129	GUN TACKER, Heavy Duty	2	piece	
130	HAND SANITIZER, 200ml/bottle	11	bottle	
131	HAND TOWEL, Cotton	10	piece	
132	HDMI CABLE, 20 meters	1	piece	
133	HDMI CABLE, 20 meters	1	piece	
134	INDEX CARD, 3x5, 100s/pack	2	pack	
135	INDEX CARD, 5x8, 100s/pack	4	pack	
136	INSECTICIDE SPRAY, 500ml/can	25	can	
137	KEYBOARD MOUSE PACK, Wired, USB Connection	2	pack	
138	KEYBOARD, with NumPad, Wired, USB Connection	1	piece	
139	LAMINATING FILM, A4, 222x286mm x 125microns/box	2	box	
140	LIQUID SOSA, 500ml/bottle	17	bottle	
141	MANILA PAPER, 24sheets/roll	4	roll	
142	MARKER INK REFILL, Permanent, 20ml/bottle, Black	1	bottle	
143	MARKER, Fluorescent, 3 assorted colors/set	19	set	
144	MARKER, Permanent, Broad Tip, Black	30	piece	
145	MARKER, Permanent, Broad Tip, Blue	12	piece	
146	MARKER, Permanent, Fine Tip, 12pcs/box, Black	4	box	
147	MARKER, Permanent, Fine Tip, 12pcs/box, Blue	2	box	
148	MARKER, Permanent, Fine Tip, 12pcs/box, Red	2	box	
149	MARKER, Whiteboard, Broad Tip, Black	13	piece	
150	MARKER, Whiteboard, Fine Tip, Black	16	piece	
151	MARKER, Whiteboard, Fine Tip, Blue	3	piece	
152	MARKER, Whiteboard, Fine Tip, Red	3	piece	



153	MOP HANDLE, Metal Handle, Metal Frame, 5ft	4	piece	
154	MOP HANDLE, Plastic Handle, Plastic Frame, Heavy Duty, 5ft	4	piece	
155	MOP SQUEEZER, Tornado	2	set	
156	MOPHEAD, Cotton, 500g	6	piece	
157	MOPHEAD, Cotton, 600g	20	piece	
158	MOUSE PAD, Basic	6	piece	
159	MOUSE, Wireless, USB Bluetooth Connection	13	piece	
160	MURIATIC ACID, 1gallon/bottle	5	bottle	
161	MURIATIC ACID, 1L/bottle	13	bottle	
162	MURIATIC ACID, 500ml/bottle	1	bottle	
163	NOTE PAD, Stick On, 2" x 3", 100sheets/pad	11	pad	
164	NOTE PAD, Stick On, 3" x 3", 100sheets/pad	40	pad	
165	NOTE PAD, Stick On, 3" x 4", 100sheets/pad	12	pad	
166	NOTE PAD, Stick On, 3" x 5", 100sheets/pad	10	pad	
167	NOTEBOOK, Spiral, 80 leaves	29	piece	
168	PAD PAPER, Yellow Pad, 80leaves/pad	17	pad	
169	PAPER BINDING COMB, Plastic, 1"	5	piece	
170	PAPER CLIP, Plastic Coated, 33mm, 50g/box	14	box	
171	PAPER CLIP, Plastic Coated, 50mm, 50g/box	6	box	
172	PAPER CUTTER, Wooden Base, 12x15	1	piece	
173	PAPER FASTENER, Metal, Non-Rust, 50s/box	2	box	
174	PAPER FASTENER, Plastic, 50S/BOX	20	box	
175	PAPER TOWEL, Jumbo Roll, 2ply	14	roll	
176	PAPER, Parchment, A4, Multi-Purpose	6	pack	
177	PAPER, Thermal, 55gsm, 216mm x 30m	10	roll	
178	PASTE, Water Well, 200g/jar	2	jar	
179	PEN HOLDER, Steel	1	piece	
180	PENCIL SHARPENER, Manual, Sigle Cutter Head	3	piece	
181	PENCIL, Lead #1, 12s/box	3	box	
182	PENCIL, Lead #2, 12s/box	8	box	
183	PHOTO PAPER, A3, 230g, Glossy, 20s/pack	4	pack	
184	PHOTO PAPER, A4, 230g, Glossy, 20s/pack	24	pack	
185	PLASTIC COVER, 1yard/roll	20	roll	
186	PRINTER INK CARTRIDGE, Canon 810,	1	piece	

	Black			
187	PRINTER INK CARTRIDGE, Canon 811, Tri-Color	2	piece	
188	PRINTER INK CARTRIDGE, HP 680, Black	6	piece	
189	PRINTER INK CARTRIDGE, HP 680, Tri-Color	4	piece	
190	PRINTER INK CARTRIDGE, HP 704, Black	2	piece	
191	PRINTER INK CARTRIDGE, HP 704, Colored	2	piece	
192	PRINTER INK REFILL, Brother BT D60, 108.0ml/bottle, Black	7	bottle	
193	PRINTER INK REFILL, Brother BT5000, 48.8ml/bottle, Cyan	9	bottle	
194	PRINTER INK REFILL, Brother BT5000, 48.8ml/bottle, Magenta	9	bottle	
195	PRINTER INK REFILL, Brother BT5000, 48.8ml/bottle, Yellow	9	bottle	
196	PRINTER INK REFILL, Brother BT6000, 108.0ml/bottle, Black	2	bottle	
197	PRINTER INK REFILL, Canon GI790, 135ml/bottle, Black	2	bottle	
198	PRINTER INK REFILL, Canon GI790, 70ml/bottle, Cyan	2	bottle	
199	PRINTER INK REFILL, Canon GI790, 70ml/bottle, Magenta	2	bottle	
200	PRINTER INK REFILL, Canon GI790, 70ml/bottle, Yellow	2	bottle	
201	PRINTER INK REFILL, Epson 003, 65ml/bottle, Black	67	bottle	
202	PRINTER INK REFILL, Epson 003, 65ml/bottle, Cyan	30	bottle	
203	PRINTER INK REFILL, Epson 003, 65ml/bottle, Magenta	30	bottle	
204	PRINTER INK REFILL, Epson 003, 65ml/bottle, Yellow	30	bottle	
205	PRINTER INK REFILL, Epson T6641, 70ml/bottle, Black	2	bottle	
206	PRINTER INK REFILL, Epson T6642, 70ml/bottle, Cyan	2	bottle	
207	PRINTER INK REFILL, Epson T6643, 70ml/bottle, Magenta	2	bottle	
208	PRINTER INK REFILL, Epson T6644, 70ml/bottle, Yellow	2	bottle	
209	PUNCHER, Paper, Heavy Duty, Two Hole Guide	3	piece	
210	PUSH BRUSH, Plastic Handle	2	piece	
211	PUSH PIN, 100pcs/box	1	box	

212	PVC ID PRINTER RIBBON, CS-2 series, YMCKO with 400 PVC pack	2	pack	
213	RAG, Cotton, 8"	96	piece	
214	RECORD BOOK, Hard Bound, 150 pages	18	piece	
215	RECORD BOOK, Hard Bound, 200 pages	12	piece	
216	RECORD BOOK, Hard Bound, 300 pages	10	piece	
217	RECORD BOOK, Hard Bound, 500 pages	10	piece	
218	RECORD BOOK, Hard Bound, 500 pages (Big)	15	piece	
219	RIBBON CARTRIDGE, Epson C13S015632, Black, for LX-310	60	piece	
220	RJ45 CONNECTOR, Passthrough, 100s/pack	1	pack	
221	RUBBER BAND, #14	10	box	
222	RUBBER BAND, #18	5	box	
223	RULER, Plastic, 18"	7	piece	
224	RULER, Steel, 18"	3	piece	
225	SCISSORS, Multi-Purpose, 8"	11	pair	
226	SCOURING PAD, 3pcs/pack	10	pack	
227	SCOURING PAD, with Foam	18	piece	
228	SIGN PEN, Gel Point, 0.5mm, Black	37	piece	
229	SIGN PEN, Gel Point, 0.7mm, Black	12	piece	
230	SIGN PEN, Gel Point, 1.0mm, Black	5	piece	
231	SIGN PEN, Impact Gel, 1.0mm, Black	11	piece	
232	SOAP, Hand Wash Liquid, 225ml/bottle	11	bottle	
233	SOAP, Hand Wash Liquid, 500ml/bottle	4	bottle	
234	SPECIALTY PAPER, 220gsm, A4, 100sheets/bundle	4	bundle	
235	SPECIALTY PAPER, 220gsm, A4, 10sheets/pack	11	pack	
236	SPECIALTY PAPER, 220gsm, Long, 100sheets/bundle	3	bundle	
237	SPECIALTY PAPER, 220gsm, Long, 10sheets/pack	2	pack	
238	SPECIALTY PAPER, 220gsm, Short, 100sheets/bundle	2	bundle	
239	SPONGE, Regular, with Scrub Pad	14	piece	
240	STAMP PAD INK, 950ml/bottle	6	bottle	
241	STAMP PAD, Big	4	piece	
242	STAMP PAD, Small	2	piece	
243	STAMP, Self Inking, Customized, Big	1	piece	
244	STAMP, Self Inking, Customized, Small	4	piece	
245	STAPLE REMOVER, Plier Type	5	piece	
246	STAPLE REMOVER, Twin Jaws	5	piece	
247	STAPLE WIRE, #10, 1000pcs/box	3	box	
248	STAPLE WIRE, #35, 5000pcs/box	20	box	

249	STAPLER, #35, Heavy Duty, with Staple Remover	25	piece	
250	STICK ON NOTES, 1.3x4.3, 5 Colors x 25 Sheets/pack	22	pack	
251	STICKER PAPER, A4, Glossy, 10 sheets/pack	2	pack	
252	STICKER PAPER, A4, Matte, 10 sheets/pack	19	pack	
253	STICKER PAPER, Legal, Glossy, 10 sheets/pack	20	pack	
254	STORAGE BOX, Plastic, with Cover, 87 Liters	9	piece	
255	TAPE DISPENSER, Heavy Duty, 1", Desktop	3	piece	
256	TAPE, Double Sided, 1"	8	roll	
257	TAPE, Double Sided, 1/2"	6	roll	
258	TAPE, Double Sided, 3/4"	7	roll	
259	TAPE, Duct, 2"	8	roll	
260	TAPE, Masking, 1"	34	roll	
261	TAPE, Masking, 2"	33	roll	
262	TAPE, Packaging, 2"	23	roll	
263	TAPE, Transparent, 1"	11	roll	
264	TAPE, Transparent, 2"	26	roll	
265	THUMB TACKS, 90 pcs/box	7	box	
266	TISSUE PAPER, 2ply, 12 rolls/pack	107	pack	
267	TISSUE PAPER, 2ply, 9 rolls/pack	11	pack	
268	TOILET BOWL AND URINAL CLEANER, 900ml/bottle	16	bottle	
269	TOILET BOWL BRUSH, Metal Handle	2	piece	
270	TOILET BOWL BRUSH, Wooden Handle	2	piece	
271	TOILET DEODORANT CAKE, 100g	40	piece	
272	TOILET DEODORANT CAKE, 50g	86	piece	
273	TOILET SUCTION PUMP, Rubber, Wooden Handle	2	piece	
274	TONER CARTRIDGE, HP 285a (85a), Black	4	piece	
275	TONER CARTRIDGE, HP 35a, Black	1	piece	
276	TRASH BAG, Plastic, Large, 10 pcs/pack	60	pack	
277	TRASH BAG, Plastic, Medium, 10 pcs/pack	12	pack	
278	TRASH BAG, Plastic, Xlarge, 10 pcs/pack	15	pack	
279	TRASH BAG, Plastic, XXLlarge, 10 pcs/pack	884	pack	
280	TRASH CAN, with Cover, Drum Type	10	piece	
281	YMCKO Ribbon with 440 PVC print pack, CS-200e	1	pack	
282	Adapter Plug	5	piece	
283	Basin, Plastic, Big	5	piece	

284	Certificate Holder, A4	25	piece	
285	Chopping board, 12*10 inches	2	piece	
286	Disposable Bowl, 100s/pack	23	pack	
287	Disposable cups, 12oz, 25s/pack, Styro	109	pack	
288	Disposable Cups, Plastic, 50s/pack 12 oz	49	pack	
289	Disposable Fork, 100s/pack	18	pack	
290	Disposable Paper Plate, 100s/pack	18	pack	
291	Disposable Spoon, 100s/pack	50	pack	
292	Kitchen Knife	5	piece	
293	Polo Shirt with print and logo (Sublimation)	10	piece	
294	Disposable Cups, 8oz, 25s/pack, Styro	3	pack	
295	Disposable Fork, 25s/pack	41	pack	
296	Disposable spoon, 25s/pack	32	pack	
297	Monobloc Chair with Back Rest, without arm rest	207	piece	
298	Rainboots	19	piece	
299	Raincoat, Butterfly	20	piece	
300	Wall clock Heavy Duty	1	piece	
301	Bulb LED, 11watts	2	piece	
302	Doorknob	6	piece	
303	Extension cord 4 gang outlet cord reel power station	1	set	
304	Pad Lock, #40	2	piece	
305	Pail, Plastic, 16liters	1	piece	
306	Bulb, LED, 25 watts	5	piece	
307	Doorknob, Heavy Duty	1	piece	
308	Fire Extinguisher Refill per lbs	10	pound	
309	LPG Refill	16	piece	
310	Pad Lock, Heavy Duty 70mm	6	pack	
311	Bulb, 11watts	3	piece	
312	Bulb, 9 watts, LED Bulb Daylight	20	piece	
313	Certificate Holder, Short	35	piece	
314	Extension Cord, 10meters, 4 port	1	piece	
315	Extension Cord, 4 gang, 3-5meters, with Switch, Heavy Duty	6	piece	
316	Flourescent Tube 18 watts LED	12	piece	
317	Blood pressure aparatus Heavy duty	2	piece	
318	Disposable Cups, Plastic, 25s/pack 8 oz	13	pack	
319	Disposable Gloves, 50s/box	3	pack	
320	Disposable Plate, 100s/pack, Styro	14	pack	
321	Disposable Styro, Spaghetti Type, 100s/pack	5	pack	
322	Microphone wireless 2 handheld	5	piece	
323	Plastic Bag, Sando, Medium	20	piece	
324	Plastic Bag, Sando, XL	20	piece	

325	Bulb LED, 15watts	24	piece	
326	Polo Shirts with Print	35	piece	
327	Tornado Mop	4	piece	
328	Tornado Mop	2	Tank	
329	Cable Ties 5inch 100pcs	2	pack	
330	Cable Ties 5inch 100pcs	3	unit	
331	Extension Cord, 3m, 3gang	2	piece	
332	Straw Rope	2	piece	
333	Plastic Bag, Sando, Large	45	piece	
334	Adjustable Wrench 12inches	1	piece	
335	Basin, Aluminum, Big	4	piece	
336	Butane Canister Refill	10	piece	
337	Chopping Knife	8	piece	
338	Plastic Bag, Clear, 100s, 8x10	25	piece	
339	Pot Holder	55	piece	
340	Towel, Hand 9" x 15"	40	unit	
341	Flashlight, Rechargeable	2	piece	
342	Disposable spoon fork, 20s/pack	8	pack	
343	Raincoat, with Pants	16	set	
344	Shampoo	130	pack	
345	Coffee Maker Filter	4	box	
346	Flat bed sheet	5	piece	
347	Flourescent Tube LED, 15 watts	10	piece	
348	Long Nose Plier	1	piece	
349	Microphone, Undirectional Dynamic, 10ft. Cord	2	piece	
350	Pillow Big	10	piece	
351	Pillow Case	10	piece	
352	Rags 1 sack	1	sack	
353	Sando Bag (s / m / L ) white (100's) pack	15	pack	
354	Stethoscope	3	piece	
355	Towel Bath	7	piece	
356	WD 40 412ml	15	unit	
357	Disposable Cups, 8oz, 50s/pack, paper	5	pack	
358	Car Deodorizer	5	piece	
359	Cork Board 2'x3'	1	piece	
360	Disposable Soup bowl with lid Styro 10s	20	box	
361	Door Lock	6	unit	
362	I.D. Lanyard Customized	40	piece	
363	Heavy Duty Steel Push Cart	2	unit	
364	HDMi Cable, 10 meters	1	piece	
365	Tarpaulin standee 2x6ft	3	piece	
366	Cable Ties 6inch 100pcs	2	pack	
367	Casseroles, Big	1	piece	
368	Male Plug, 20A	5	piece	

369	Electric Stove, Double Burner, Heavy Duty	1	unit	
370	Frying Pan non grease	2	piece	
371	BATHROOM SOAP, 130g/box	2	box	
372	CARTOLINA, Assorted Colors, 10sheets/pack	2	pack	
373	CREPE PAPER, Colored, 500x2000mm	25	piece	
374	CORRECTION PEN, 12ml/piece	10	piece	
375	FOLDER, Pressboard, Long, 100sheets/box (GREEN)	2	box	
376	Bowl, per Dozen	1	Dozen	
377	Chopping board, regular size	2	piece	
378	Cups & Saucers, Pair, per Dozen	2	set	
379	Cups, Ceramics	20	piece	
380	Dish Cabinet	5	piece	
381	MICROPHONE, Wired	1	unit	
382	PVC Air Compressor Hose 30m long quick connect for pneumatic wrench	1	unit	
383	Allen Wrench Set	1	set	
384	Alcohol, Isopropyl, 70% Solution, 500ml/bottle	30	bottle	
385	Battery, Dry Cell, Size D, 1.5 volts, 2pcs/pack	2	pack	
386	Battery, Rechargeable, Size AA, 2s/pack	2	pack	
387	Battery, Rechargeable, Size AAA, 2s/pack	3	pack	
388	Bleaching Solution, 1gallon/bottle	2	bottle	
389	Bond Paper,Letter, Subs. 20, 500sheets/ream	20	ream	
390	Calculator Ribbon, for Adding Machine	2	Spool	
391	Ceiling Cobweb Remover, long Wooden/Plastic Handle	1	piece	
392	Chipboard, 30x40x30	5	piece	
393	Classic Ribbon, 1/4" Assorted Color	1	Spool	
394	CLEANER,TOILET BOWL AND URINAL 900ml/bottle	4	bottle	
395	Cloth, Franella	5	piece	
396	Disinfectant Solution , Concentrate, 500ml/bottle	4	bottle	
397	Dustpan, Plastic, Large, with handle	4	piece	
398	Flash Drive, 16 GB	3	piece	
399	ILLUSTRATION BOARD, 30x20 (1/2)	5	piece	
400	ILLUSTRATION BOARD, 30x40 (1 whole)	2	piece	
401	MARKER, FLUORESCENT, 3 assorted colors per set	10	set	
402	Marker, Permanent, Fine Tip, 12s/box, Black	6	box	
403	Marker, Permanent, Fine Tip, 12s/box, Blue	2	box	

404	Mop Handle, Metal Handle, Metal Frame, 5ft	2	piece	
405	Mop Refill, Tornado	4	piece	
406	Paper Binding Comb, Plastic, 1/4"	5	piece	
407	Paper Binding Comb, Plastic, 1/2"	10	piece	
408	Paper Binding Comb, Plastic, 3/4"	5	piece	
409	Paper Binding Comb, Plastic, 1 1/2"	3	piece	
410	Pencil, Colored, 12s/box	1	box	
411	Printer Ink Refill, Epson T6731, 70ml/bottle, Black	6	bottle	
412	Printer Ink Refill, Epson T6732, 70ml/bottle, Cyan	2	bottle	
413	Printer Ink Refill, Epson T6733, 70ml/bottle, Magenta	2	bottle	
414	Printer Ink Refill, Epson T6734, 70ml/bottle, Yellow	2	bottle	
415	Printer Ink Refill, Epson T6735, 70ml/bottle, Light Cyan	2	bottle	
416	Printer Ink Refill, Epson T6736, 70ml/bottle, Light Magenta	2	bottle	
417	Push Pin, 100s/box	2	box	
418	Safety Pins, 20mm, Metal	50	piece	
419	Scissors, Multi-Purpose, 8"	5	pair	
420	Sign Pen, Gel Point 0.5, Black	10	piece	
421	Sign Pen, Gel Point 1.0, Black	10	piece	
422	Soap Hand Wash Liquid, 500ml/bottle	6	bottle	
423	Special Paper, 220gsm, Short, 10sheets/pack	2	pack	
424	Tape, Double Sided , 1"	2	roll	
425	Tape, Double Sided , 1/2"	5	roll	
426	Tape, Double Sided , 3/4"	1	roll	
427	Toilet Bowl & Urinal Cleaner, 900ml/bottle	4	bottle	
428	Trash Bag, Plastic, XLarge, 10s/pack	10	pack	
429	Trash Bag, Plastic, XXLarge, 10s/pack	10	pack	
430	Cork Board 2'x4'	1	piece	
431	PRINTER INK TONER, Brother TN261, Black	1	piece	
432	PRINTER INK TONER, Brother TN261, Cyan	1	piece	
433	PRINTER INK TONER, Brother TN261, Magenta	1	piece	
434	PRINTER INK TONER, Brother TN261, Yellow	1	piece	
435	Frying Pan non grease with cover	1	piece	
436	Mini Computer Speaker USB Wired	3	unit	
437	Polo Shirt with Collar and print	15	piece	
438	CPE710 5GHz AC 867Mbps 23dBi	2	unit	



	Outdoor CPE Outdoor AP P2P Point to Point			
439	4.6mm x 200mm Stainless Steel Cable Ties, Metal Cable Ties, Stainless Steel Zip Ties (Silver) 100pcs	2	pack	
440	Jumper Boots	15	piece	
441	Flatcord Stranded Wire AWG 14/2C 20 Meters	2	unit	
442	Universal Surface Outlet 4 gang	4	unit	
443	15A 250V Heavy Duty Rubber/Regular Plug	4	unit	
444	BATTERY, Rechargeable, 9 volts, 175mAh, 1pc/pack	2	pack	
445	FOLDER, Tagboard, A4	10	piece	
446	PHILIPPINE NATIONAL FLAG, 100% nylon 4x6	1	piece	
447	Acrylic Display Holder, A4	35	piece	
448	Adjustable Temperature Electric Soldering Iron Kit Multimeter Welding Tool	1	piece	
449	Door Latch Frame Set	1	pack	
450	Drinking Glasses	8	piece	

I hereby certify to comply and deliver all the above requirements.

Name: \_\_\_\_\_

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# Section VIII. Checklist of Technical and Financial Documents

## Checklist of Technical and Financial Documents

### I. TECHNICAL COMPONENT ENVELOPE

#### Class "A" Documents

##### Legal Documents

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages);  
**or**
- (b) Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document,  
**and**
- (c) Mayor's or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas;  
**and**
- (d) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

##### Technical Documents

- (f) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; **and**
- (g) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents; **and**
- (h) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission;  
**or**  
Original copy of Notarized Bid Securing Declaration; **and**
- (i) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**
- (j) Original duly signed Omnibus Sworn Statement (OSS); **and** if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

Financial Documents

- (k) The Supplier's audited financial statements, showing, among others, the Supplier's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission; **and**
- (l) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC);  
**or**  
A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

**Class "B" Documents**

- (m) If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence;  
**or**  
duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

Other documentary requirements under RA No. 9184 (as applicable)

- (n) *[For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos]* Certification from the relevant government office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product.
- (o) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

**25 FINANCIAL COMPONENT ENVELOPE**

- (a) Original of duly signed and accomplished Financial Bid Form; **and**
- (b) Original of duly signed and accomplished Price Schedule(s).

