



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



**INVITATION TO BID**

**PROCUREMENT OF VARIOUS OFFICE EQUIPMENT FOR VARIOUS  
OFFICES / DEPARTMENTS USE, DAGUPAN CITY  
(GOODS-036CB-2024 / PR NO. 2024-04067-018)**

1. The **City Government of Dagupan**, through the **GENERAL FUND CY 2024**, intends to apply the sum of **THREE MILLION ONE HUNDRED FIVE THOUSAND NINE HUNDRED EIGHTY FOUR AND 06/100 PHILIPPINE PESOS (Php 3,105,984.06)** being the Approved Budget for the Contract (ABC) to payment under the contract for **“PROCUREMENT OF VARIOUS OFFICE EQUIPMENT FOR VARIOUS OFFICES / DEPARTMENTS USE, DAGUPAN CITY”**. Bids received in excess of the ABC shall be automatically rejected during the bid opening.

Item No.	Item Description	Qty	Unit
1	AIRCONDITIONER, Split Type, Standard Inverter, 1.5HP, with Installation	1	unit
2	AIRCONDITIONER, Window Type, Non-Inverter, 2.5HP, Manual	1	unit
3	AIR PURIFIER, 23sqm, HighEfficiency Particulate Air Filter, with Mosquito Catcher	2	units
4	AUDIO SPEAKER, 1000watts, with Stand	5	units
5	DIGITAL PHOTOCOPIER, Multi Function, Monochrome, Laser Print Technology, 23ppm on A4	1	unit
6	ELECTRIC FAN, Ceiling Orbit Fan, 16" Banana Blade	5	units
7	ELECTRIC FAN, Stand Fan, 16" Banana Blade, Wheel Base	3	units
8	ELECTRIC FAN, Stand Fan, 18" Aluminum Blade	10	unit
9	ELECTRIC FAN, Wall Fan, 16", Banana Blade	5	units
10	EMERGENCY LIGHT, High Power Surface Mount LED	2	units
11	EXHAUST FAN, 12", Ceiling Mounted	10	units
12	GAS STOVE, with Hose and Regulator	1	unit
13	GAS STOVE, Heavy Duty Cast Iron 3-way C40, with Hose and Regulator	1	unit
14	MICROPHONE, Dual Wireless UHF Microphone, Dynamic Capsule	1	unit
15	MICROPHONE, Wired	4	units
16	MICROWAVE OVEN, 20 Liters	2	units
17	MOP SQUEEZER, Heavy Duty, Plastic, Wheel Base, with Wringer	1	unit
18	OVEN TOASTER, 9 Liters	1	unit
19	PAPER SHREDDER, 8 sheets, 13 Liters Bin	2	units
20	PORTABLE PUBLIC ADDRESS SYSTEM, with 1 Wireless Handheld Microphone	1	unit
21	RGB LED VIDEO FILL LIGHT w/ 3000mAh & 2500K 9000K Color Temp with 6ft Light Stand	1	unit
22	RICE COOKER, 10 Cups, 1.8 Liters, with Steamer, Drum Type	1	unit
23	RICE COOKER, 15 cups, 2.2 Liters, with Steamer, Drum Type	1	unit
24	RICE COOKER, 45 cups, 7.8 Liters, Drum Type	3	units
25	SMALL RIG/CAGE for Canon EOS RP	1	unit
26	SOUND MIXER, 12 Channel	2	units

27	TELEVISION, Smart TV, 43"	1	unit
28	TELEVISION, Smart TV, 55"	1	unit
29	VACUUM CLEANER, 800watts, 220V-60Hz	1	unit
30	VIDEO LIVE STREAM MONITOR	1	unit
31	VIDEO LIVE STREAM SWITCHER with 2 Docking Station USB 3.0 Dual Bay, HDD	1	unit
32	VOICE RECORDER, 4GB Memory	2	units
33	WATER DISPENSER, Floor Standing, Hot and Cold, Bottom Load	1	unit
34	WATER DISPENSER, Floor Standing, Hot Warm and Cold, Top Load	1	unit
35	WATER DISPENSER, Floor Standing, Hot Warm and Cold, Bottom Load	2	units
36	COMPUTER DESKTOP, Advanced i7 Processor, Basic DDR4 Motherboard, 8GB Memory, 240GB Solid State Drive, 1TB Hard Disk Drive, Generic CPU Case with PSU, 24" Monitor 1080p, with Keyboard and Mouse	1	set
37	COMPUTER DESKTOP, Basic i3 Processor, Basic DDR4 Motherboard, 8GB Memory, 240GB Solid State Drive, 1TB Hard Disk Drive, Generic CPU Case with PSU, 24" Monitor 1080p, with Keyboard and Mouse	1	set
38	COMPUTER LAPTOP, Thin, 15.6" FHD 144Hz IPS, i5-11260H, 8GB RAM, 512gb SSD, RTX 3050 Laptop	1	unit
39	COMPUTER LAPTOP, 15.6", i5-13420H 8gb/512gb SSD RTX 3050 Performance Blue	1	unit
40	FTTH FIBER OPTIC TOOL KIT (Optical Power Meter, FC-6S Fiber Cleaver, Visual Fault Locator, Stripper)	1	unit
41	HARD DISK DRIVE, External, 1TB, USB 3.0	2	units
42	HARD DISK DRIVE, 2TB Internal 7200rpm	8	units
43	IP CAMERA MP 4K Colorvu Full Color DS-2CD2087G2-LU Built-in microphone AcuSense H.265+ DarkFighter WDR PoE Bullet Network CCTV Security Camera Upgradable, 4.0mm Fixed lens Bullet Network	1	unit
44	LAPTOP COMPUTER, Advance i7 Processor, 8GB RAM, with 2GB Graphics Processing Unit, Full HD Resolution 1080p, with Operating System, with Laptop Bag	1	unit
45	LAPTOP COMPUTER, Basic i3 Processor, 8GB RAM, with 2GB Graphics Processing Unit, Full HD Resolution 1080p, with Operating System, with Laptop Bag	5	units
46	LAPTOP COMPUTER, Intermediate i5 Processor, 8GB RAM, Full HD Resolution 1080p, with Operating System, with Laptop Bag	2	units
47	MOTHERBOARD B365M DS3H LGA 1151	1	unit
48	POE INJECTOR U-POE-af Passive (Only work with 48V 802.3 af POE)	5	units
49	PRINTER, All in One, Ink Jet Tank, with CD/DVD Printing	2	units
50	PRINTER, All in One, Ink Jet Tank, 10/5 ipm Mono/Color	6	units
51	PRINTER, All in One, Ink Jet Tank, 10/5 ipm Mono/Color, Wi-Fi Direct	2	units
52	PRINTER, All in One, Ink Jet Tank, 16/9 ipm Mono/Color	3	units
53	PRINTER, Single Function, Ink Jet Tank	1	unit
54	PRINTER, Wi-Fi All-in-One Ink Tank Printer with ADF; Maximum Resolution: 5760 x 1440 dpi; Print	1	unit

	Speed: ISO 24734, A4 Simplex (Black/Colour): Up to 10 ipm/5.0 ipm*2		
55	PROJECTOR, 3600 ANSI Lumens, 16:9 Supported	2	units
56	SWITCH HUB, 16 ports	1	unit
57	UNIFIBER TELECOMMUNICATION ftth Fiber Optic Cable Comlink Outdoor Single Core Fiber Optic Cable 1m/2km	1	unit
58	UNINTERRUPTIBLE POWER SUPPLY, 650va, 2 ports	2	units
59	UNINTERRUPTIBLE POWER SUPPLY, 650va, 360w	6	units
60	UNINTERRUPTIBLE POWER SUPPLY, 700va, 360w, with USB Port	7	units
61	WI-FI DONGLE, 400Mbps on 2.4GHz, 867Mbps on 5GHz	2	units
62	DESK TABLE, Electric 63 inches 1.6M L Shape Electric Standing Desk Single Motor Stand Desk with Laminated Drawer	3	units
63	OFFICE CHAIR, Clerical, Mesh, Gaslift Swivel, with Arm Rest	3	units
64	OFFICE CHAIR, High Back, Basic Leather, Gaslift Swivel, with Arm Rest	2	units
65	OFFICE CHAIR, High Back, Leather, Gaslift Swivel, with Arm Rest	1	unit
66	OFFICE CHAIR, High Back, Mesh, Gaslift Swivel, with Arm Rest	10	units
67	OFFICE CHAIR, Mid Back, Mesh, Gaslift Swivel, with Arm Rest	4	units
68	OFFICE CHAIR, Mid Back, Mesh, Gaslift Swivel, with Head Rest, with Arm Rest	11	units
69	OFFICE TABLE, Standard, with Drawers, Wooden	4	units
70	OFFICE TABLE, Steel, with Center Drawer, with Side Drawers	2	units
71	OFFICE TABLE, Steel, with Center Drawer, 120x60, with Pedestal Cabinet	1	unit
72	OFFICE TABLE, Steel, with Center Drawer, 140x70, with Pedestal Cabinet	1	unit
73	SHELVES, 5 Layers, Adjustable Steel Rack Organizer	2	units
74	SHELVES, Steel Type, 5 Layers	3	units
75	STEEL CABINET, 3 Drawers, Movable Pedestal	1	unit
76	STEEL CABINET, Lateral, 4 Drawers	4	units
77	STEEL CABINET, Vertical, 3 Drawers	2	units
78	STEEL CABINET, Vertical, 4 Drawers	5	units
79	TABLE, Computer Table	1	unit
80	TABLE, Folded in Half, Steel Frame, Plastic Material, 72"	2	units
81	TABLE, Folding, Steel Frame, Plastic Material, 72"	16	units
82	TABLE, Reading Table, Wood	1	unit
83	LADDER, Heavy Duty 4x4 Foldable Multi-Purpose Fiberglass (4x Folding)	1	unit
84	Handheld Radio - No. of memory channels: 207 (incl. 6 scan edges and 1 call), Operating Temperature Range: -20°C to +60°C; -4°F to +140°F; Power Supply Requirement: 7.2 V DC; Dimensions: 58x112x30mm; 2.28x4.41x1.18 inches; Weight (approx.): 140g; 4.9 oz (	2	units
85	MICROSOFT 365 Personal	9	units
86	WINDOWS 11 PRO	5	units
87	Web-Based Time and Attendance Management Software	1	unit

2. The **City Government of Dagupan** now invites bids for the above Procurement Project. Delivery of the Goods is required within the period of **SIXTY (60) 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).
3. 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.

4. 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.)**.
5. A complete set of Bidding Documents may be acquired by interested bidders from **June 7, 2024 (8:00 A.M. - 5:00 P.M.) to June 27, 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.

6. The City Government of Dagupan will hold a **Pre-bid Conference** on **June 14, 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 27, 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 27, 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