



**INVITATION TO BID FOR THE PROCUREMENT OF VARIOUS OFFICE AND JANITORIAL SUPPLIES TO BE USED AT THE OFFICE OF THE CITY HEALTH OFFICER, CITY OF ALAMINOS, PANGASINAN**

1. The **CITY GOVERNMENT OF ALAMINOS, PANGASINAN** through the **General Fund 2021** intends to apply the sum of **One Million One Hundred Eight Thousand Three Hundred One Pesos Only (Php 1,108,301.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the **PROCUREMENT OF VARIOUS OFFICE AND JANITORIAL SUPPLIES TO BE USED AT THE OFFICE OF THE CITY HEALTH OFFICER, CITY OF ALAMINOS, PANGASINAN**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

QTY.	UNIT OF MEASURE	ITEM DESCRIPTION
		<b>OFFICE SUPPLIES</b>
90.00	carbuoy	Alcohol, 70 %
50.00	piece	Sticker Paper
10.00	piece	Sticky Notes
10.00	piece	Masking Tape 1"
10.00	piece	Transparent Tape 2"
10.00	piece	Transparent Tape 1"
2.00	piece	Tape Dispenser
3.00	piece	Scissor
10.00	piece	Double Sided Tape 1"
45.00	piece	Correction Tape
1.00	jar	All Purpose Glue, 200gms
2,000.00	piece	Ballpen, black
1,000.00	piece	Ballpen, Red
1.00	box	Pencil
20.00	piece	Logbook, 300p
1.00	piece	Whiteboard 2ft x 1 ½ ft
50.00	piece	Whiteboard Marker (black)
10.00	piece	Ring Folder (Long)
10.00	piece	Ring Folder (Short)
10.00	piece	File Organizer, 4 in 1 Plastic
24.00	box	Staple Wire #35
8.00	piece	Stapler, Heavy Duty
5.00	piece	Puncher, Heavy Duty
30.00	box	Paper Fastener
100.00	piece	Clip Binder, 32mm
30.00	piece	Spray Bottle
2.00	piece	Internal Hard Drive (1tb)
450.00	piece	Folder, Long



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50.00	piece	Folder, Short
5.00	bot	Epson Ink 004, black, 65ml
5.00	bot	Epson Ink 004, cyan, 65ml
5.00	bot	Epson Ink 004, magenta, 65ml
5.00	bot	Epson Ink 004, yellow, 65ml
100.00	piece	Ziplock
110.00	roll	Garbage bag, small (10's)
10.00	box	Clip Binder, 50mm
300.00	pack	Battery AAA
800.00	ream	Coupon bond, A4
800.00	ream	Coupon Bond, Long
50.00	rolls	Cotton Roll, 1kg
6.00	box	Surgical Tape ½, hypoallergenic, 24rolls/box
5.00	sets	Sphygmomanometer with stand and Stethoscope
5.00	unit	Thermal Scanner
5.00	unit	Pulse Oximeter
6.00	unit	Emergency Light
4.00	unit	Stand Fan
		<b>JANITORIAL SUPPLIES</b>
1.00	piece	Tornado Mop
15.00	liter	Muriatic Acid, 1 liter
20.00	bot	Lysol Disinfection
4.00	sets	Rugs/Towel, 3's
10.00	piece	Scouring Pad with Sponge, big
10.00	bot	Air Freshener
5.00	bottle	Dishwashing Liquid, 1 liter

2. The **CITY GOVERNMENT OF ALAMINOS, PANGASINAN** now invites bids for the above Procurement Project. Delivery of the Goods is required within **Thirty (30) Calendar Days upon receipt of the Notice to Proceed**. Bidders should have completed within **two (2) 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 a non-discretionary *“pass/fail”* criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
  - a. 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 law or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.





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4. Prospective Bidders may obtain further information from the **CITY GOVERNMENT OF ALAMINOS, PANGASINAN** and inspect the Bidding Documents at the address given below during **8:00AM to 5:00PM**.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **August 24 – September 13, 2021** from the given address and website below and upon payment of a non-refundable fee for the Bidding Documents in the amount of **Five Thousand Pesos Only (Php 5,000.00)** at the BAC Secretariat, City Engineering Office, City of Alaminos, Pangasinan.  
  
Bidding Documents may also be downloaded from the website of the Philippine Government Electronic Procurement System (PhilGEPS) provided that bidder shall pay the fee for the Bidding Documents prior to the submission of bids.
6. The **CITY GOVERNMENT OF ALAMINOS, PANGASINAN** will hold a Pre-Bid Conference on **September 1, 2021, 10:00 A.M. at the City Library, City Hall Building, City of Alaminos, Pangasinan**.
7. Bids must be duly received by the BAC Secretariat on or before **September 13, 2021, 9:30 A.M.** at the **City Budget Office, City Hall Building, City of Alaminos, Pangasinan**. 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 14.
9. Bid opening shall be on **September 13, 2021, 10:00 A.M.** at the **City Library, City Hall Building, City of Alaminos, Pangasinan**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The **CITY GOVERNMENT OF ALAMINOS, PANGASINAN** 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 Section 35.6 and 41 of the 2016 Revised Implementing Rules and Regulations (IRR) of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

**ROLEVER C. BERNABE / ENGR. WILSON C. ROSARIO**  
Head – BAC Secretariat / Member – BAC Secretariat  
City General Services Office / City Engineering Office  
Alaminos City Hall Building  
Quezon Avenue, Poblacion, City of Alaminos, Pangasinan  
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**ROWENA F. RUIZ**  
City Budget Officer  
Chairperson - Bids and Awards Committee

