



Bid Notice Abstract

Invitation to Bid (ITB)

Reference Number 8436180
Procuring Entity CITY OF LAOAG, ILOCOS NORTE
Title Supply and delivery of Office Supplies for use of different offices of the City Government of Laoag for 1st & 2nd Quarter of 2022
Area of Delivery Ilocos Norte

Solicitation Number:	2022-16J	Status	Awarded
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Public Bidding	Bid Supplements	0
Classification:	Goods	Document Request List	3
Category:	Office Supplies and Devices	Date Published	17/02/2022
Approved Budget for the Contract:	PHP 1,521,382.60	Last Updated / Time	17/02/2022 00:00 AM
Delivery Period:	30 Day/s	Closing Date / Time	24/02/2022 14:00 PM
Client Agency:			
Contact Person:	JOVYLYN P LUCAS BAC Secretariat Chairman Laoag City Hall Laoag City Ilocos Norte Philippines 2900 63-77-7720001 Ext.217 jovyplucas@gmail.com		

Description

Qty. Unit of Issue ITEM DESCRIPTION
14 rms A3 Paper 11.7x16.5 subs 20
54 rms A4 Bond Paper 8.3x11.7 subs 20
960 pcs Ballpen (Black)
128 pcs Ballpen (Blue)
56 pcs Ballpen, (Red)
686 pcs Ballpen Retractable (Black)
176 pcs Ballpen Retractable (Blue)
34 pcs Ballpen Retractable (Red)
138 pcs Ballpen, Retractable Refill (Black)
120 pcs Ballpen, Retractable Refill (Blue)
20 pcs Ballpen Black Nataraj 621 ball point pent
20 pcs Ballpen Blue Nataraj 621 ball point pent
20 pcs Ballpen Red Nataraj 621 ball point pent
8 pcs Battery AAA (Rechargeable)
288 pcs Battery AA
276 pcs Battery AAA
24 pcs Battery D (Black)
56 pcs Battery 9 Volts
88 pcs Binder Clip 25mm (1") metal black
112 pcs Binder Clip 19mm (3/4) metal black
54 pcs Board Paper (cream/white) Long
54 pcs Board Paper (cream/white) Medium

40 pcs Board Paper (fuschia/white) Long
40 pcs Board Paper (fuschia/white) Medium
424 rms Book Paper 8.5x13 subs 20
458 rms Book Paper 8.5x11 subs 20
10 rms Bond Paper 8.5x13 subs 16
4 rms Bond Paper 8.5x11 subs 16
530 rms Bond Paper 8.5x13 subs 20
448 rms Bond Paper 8.5x11 subs 20
4498 pcs Brown Envelop Long
420 pcs Brown Envelop Medium
2 pc Calculator (Small Casio)
4 pc Calculator (2-way power)
4 pc Calculator,12 digits,two way power,125g,
2 pc Calculator DX30 18
8 pcs Calculator JS40B
8 pcs Calculator JS-20 TV
20 bxs Carbon Paper Single Face,Permafilm Long
2 bx Carbon Paper Single Face,Permafilm Long(Blue)
40 pcs Cartolina Red
40 pcs Cartolina Yellow
50 yrds Celluloid (Thick)
40 pcs Certificate Holder (Long)
40 pcs Certificate Holder (Medium)
80 pcs Certificate Holder
42 pcs Clearbook w/ Filler Long
4 pcs Clearbook Long Blue
4 pcs Clearbook Long Red
8 pcs Clearbook, Refill
90 pcs Clear Folder Long
74 pcs Clear Folder Medium
6 pcs Clipboard (Long)
8 bxs Cork Board Push Pin
38 pcs Columnar Book 24 colums
72 pcs Correction Fluid
52 pcs Correction Pen
236 pcs Correction Tape
50 bxs Crayons 24 colors
18 pc Dater Stamp
8 pcs Documentary Envelop L FSI (mailing)
10 pc Document File Box (Arc File) Long
18 pcs Dong A My Gel Refill (0.30)
216 rlls Double Sided Tape 1"
86 pcs Double Sided Tape 2"
2 pc Dry Seal
40 pcks Elite Board (L) cempaka
50 pcs Elite Board (M) cempaka
40 pcs Envelop (Brown, Long)
242 pcs Envelop (Brown, Medium)
494 pcs Envelop Documentary (Long)
566 pcs Envelop Documentary (Medium)
172 pcs Envelop Expanding (Long)
12 pcs Envelop Expanding (Medium)
28 pcs Expanding Folder (L)
4 rlls Fax Paper
6 pcs File Folder Box 3 Divisions
302 pcs File Folder Expanding Thick Long
308 pcs File Folder Expanding Long
4 pc File Folder Expanding (Medium)
130 pcs File Folder Brown Long
70 pcs File Folder Brown Medium
884 pcs File Folder Glossy (Long)
438 pcs File Folder Glossy, (Medium)
6 pcs File Folder w/ tab BLUE Long
330 pcs File Folder w/ tab GREEN (Long)
410 pcs File Folder w/o tab GREEN (Long)
80 pcs File Folder MAROON w/out tab (Long)
180 pcs File Folder White Long
150 pcs File Folder Long
100 pcs File Folder Medium
74 pcs File Folder, Plastic Long
50 pcs File Folder, Plastic Medium
58 pcs File Folder (Sliding) Long
10 pcs File Holder (single vertical)
22 pc Filing Tray (3 layered) steel
4 pcs Filling Tray (3 layered) metal

156 pcs Flourescent Text Marker
4 pcs Flourescent Text Marker (Orange,Y.Green)
4 pcs Flourescent Text Marker (Yellow/Yellow Green)
2 gal Glue
84 pc Glue 250ml
6 pcs Glue Big
10 pcs Glue Gun Big
164 pcs Glue Stick
32 bx Gun Tucker Staple Wire
4 pc Gun Tucker (Big)
18 pc Hand Cutter blade (NT Cutter Japan L 500G)
20 pcs Hand Cutter Blade Refill (big)
4 pcs Hand Cutter Blade (Big)
20 pc Hand Cutter (NT Cutter Japan L500G)
8 pc Hand Cutter Retractable Heavy Duty L500
7050 pcs Index Card 5"x8"
2 pck Laminating Film 8 1/2" x 11" (Long) @ 100/pack
2 pck Laminating Film 8 1/2" x 11" (Med) @ 100/pack
40 pcs Luminous Sticker (Assorted Colors)
8 pcs Luminous Sticker (White)
20 bx Mailing Envelop (White Long)
20 pcs Masking Tape 1/2"
166 rolls Masking Tape 1"
82 rolls Masking Tape 2"
32 rolls Masking Tape 3"
60 pcks Matte Sticker Paper
50 pads Memo Pad
20 pcs Meter Stick (Wood)
10 rms Mimeo Paper 8.5x13 sub. 18WW
32 rms Mimeo Paper 8.5x11 subs 18WW
8 pcs Morocco Folder (Long)
40 pcs Morocco Folder (Medium)
4 pcs Notebook 90's
124 pcs Notebook 80's
6 pc Notebook (Pocket Size)
4 pcs Notepad Self-Adhesive (Big)
74 rolls Packing Tape 2"
60 rolls Packing Tape 3"
8 roll Packing Tape 4"
10 rolls Packaging Tape Gray 3" (Cloth Tape)
96 pcs Paper Clamp (Big)
54 pcs Paper Clamp (Small)
156 bxs Paper Clip, Jumbo(Plastic Coated)
56 bxs Paper Clip, Coated, Small #2
2 pcs Paper Cutter
4 pcs Paper Elit Board Medium
126 bxs Paper Fastener Plastic Coated
88 bxs Paper Fastener Plastic Long
40 pcs Paper Laid Board Long
40 pcs Paper Laid Board Medium
4 pcs Paper Linen
2 pc Paper Moistener
4 pc Paper Tray Double (Steel)
4 pcs Parchment Paper Elit Medium
20 pcs Parchment Paper White/Cream Long
30 pcs Parchment Paper White/Cream Medium
42 pcs Paste Redstone
60 pcs Pencil #1
536 pcs Pencil #2
10 bxs Pencil #1 (12/bx)
10 bxs Pencil #2 (12/bx)
30 pc Pencil Sharpener (Big)
82 pcs Pentel Pen Broad (Black)
156 pcs Pentel Pen Fine (Black)
76 pcs Pentelpen Fine, (Blue)
28 pcs Pentelpen Fine, Red
20 pcs Photo Frame
60 pck Photo Paper A4 20/pck
1000 pcs Plastic Clear Envelop Expanded (Long)
8 pcs Pincher
6 pcs Pincher
60 pcs Plastic Envelop (Long)
22 pcs Plastic Envelop (Medium)
180 pcs Plastic Jacket Certificate Holder A4
36 pcs Puncher (big) w/ two hole guide heavy duty

40 bxs Push Pin (Cork Board)
36 pads Rainbow Ruled Pad (Yellow)
8 pc Received Stamp
86 pcs Record Book 500pp
162 pcs Record Book 300pp
40 pcs Record Book 200pp
26 pcs Record Book 150pp
10 pcs Redstone Paste
6 pc Ring Binder "0.5"
6 pc Ring Binder "0.75"
30 pc Ring Binder "1"
12 pc Ring Binder "1.5"
20 pcs Ring Binder "2"
28 bxs Rubber Bond Flat 450grms
52 bxs Rubber Bond Round 450grms
28 pcs Ruler/Straight Edge 12" (Metal)
22 pcs Ruler/Straight Edge 18" Metal
4 pcs Ruler/Straight Edge 24"
4 pcs Scientific Calculatator
44 pc Scissor, Stainless
2 pcs Scissor big
4 pcs Scissor small
232 rolls Scotch Tape 1"
144 rolls Scotch Tape 2"
40 pcs Signing Pen (1.0) Bold Hightech Black
10 pcs Signing Pen (0.30) Black
10 pcs Signing Pen (0.30) Blue
26 pcs Signing Pen (0.40) Black
54 pcs Signing Pen (0.50) Black
40 pcs Signing Pen (0.50) Blue
72 pcs Signing Pen 0.70 Black
164 pcs Signing Pen Hi-Tech V-5 (Black)
18 pcs Signing Pen Hi-Tech V-5 (Blue)
6 pcs Signing Pen Hi-Techpoint V5Grip (black)
6 pcs Signing Pen Hi-Techpoint V10Grip (black)
16 pcs Signing Pen Hi-Techpoint V10Grip (black)
12 pcs Signing Pen Hi-Techpoint V10Grip (blue)
40 pcs Signing Pen Pilot G-2 07 (Blue)
40 pcs Signing Pen G-Tech .5
74 pcs Signing Pen V Ballpoint (Black)
6 pcs Sign Pen V Ballpoint, (Blue)
40 pcs Sign Pen V5 (MyGel)
142 pcs Sliding Folder Long
14 pcs Small Box
10 pcs Spiral Notebook
12 pcs Stamp Pad
4 pcs Stamp (ACTION)
26 pcs Stamp Pad "2"
20 pcs Stamp Pad (Big)
2 pc Stamp Pad 2 Blue
16 btl Stamp Pad Ink 1L
8 btl Stamp Pad Ink Blue 1L
74 bxs Staple Wire #10 (12's)
18 pcs Stapler HD #10
6 pcs Stapler Max #10
292 bxs Staple Wire #35
10 pcs Stapler #35
32 pcs Stapler #35 Heavy Duty
94 pc Stapler Max No.35 w/ Staple Wire Remover
2 pc Stapler Long (table top)
20 pcs Staple Wire Remover, Pincher Type,
12 pcs Staple Wire Remover JOY
2 pc Staple Wire Remover
48 pcs Steadler Eraser
28 pcs Steno Notebook 80 leaves
26 pcs Steno Notebook
4 pds Sticky Notes (Colorful Arrow)
4 pds Sticky Notes (Post-it)
94 pds Sticker Paper (Matte)
2 pd Sticky Notes 1x3
24 pcs Sticky Pad 2.5x3.5
46 pads Sticky Notes (2"x3")
56 pds Sticky Notes 3x3
40 pds Sticky Notes 3"x5"
2 pck Tabblings

2 pcs Tape Dispenser,taple top, 2"
 8 pc Tape Dispenser
 6 pcs Tarpaulin
 36 bxs Thumb Tacks
 30 pcs Typewriter Ribbon
 24 pcs Velume Board (Long)
 4 pc Wall Clock
 2 pc White Board
 4 pc White Board 3ftx5ft
 8 pcs White Board Eraser
 90 pcs White Board Marker (Black)
 22 pcs White Board Marker (Blue)
 22 pcs White Board Maker Red
 126 rms Xerox Paper 8 1/2"x13 (L) Copy Plus
 126 rms Xerox Paper 8 1/2"x11 (M) Copy Plus
 12 rms Xerox Paper 8 1/2"x13 (L) Hard Copy subs 20
 12 rms Xerox Paper 8 1/2"x11 (M) Hard Copy subs 20
 78 rms Xerox Paper 8 1/2"x13 subs 24
 62 rms Xerox Paper 8 1/2"x11 subs 24
 2 rm Xerox Paper A4
 46 pads Yellow Paper

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Office Supplies	for use of different offices of the City Government of Laoag for 1st & 2nd Quarter of 2022	1	Lot	1,521,382.60

Other Information

Republic of the Philippines
 Province of Ilocos Norte
 BIDS AND AWARDS COMMITTEE
 CITY OF LAOAG

INVITATION TO BID

The LAOAG CITY, through the Government Appropriation Act – Janitorial Supplies Expense intends to apply the sum of One Million Five Hundred Twenty One Thousand Three Hundred Eighty Two Pesos and Sixty Centavos (Php.957,703.00) being the Approved Budget for the Contract (ABC) to payments under the Solicitation No. 2022-16J. Bids received in excess of the ABC shall be automatically rejected at bid opening. The LAOAG CITY now invites bids for the Supply and delivery of Office Supplies for use of different offices of the City Government of Laoag for 1st & 2nd Quarter of 2022.

A complete set of Bidding Documents may be purchased by interested Bidders on February 24 – March 8, 2022 from the address below and upon payment of a nonrefundable fee for the Bidding Documents in the amount of P5,000.00.

The LAOAG CITY will hold a Pre-Bid Conference on February 24, 2022 at City Conference Room, City Hall Annex, Laoag City, which shall be open only to all interested parties who have purchased the Bidding Documents.

Bids must be delivered to the address below on or March 8, 2022, 2:00PM. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB. Bid opening shall be on March 8, 2022, 2:00 PM at City Conference Room, City Hall Annex, Laoag City. Bids will be opened in the presence of the Bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.

The LAOAG CITY reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

For further information, please refer to:

CONTACT PERSON:
 JOVYLYN P. LUCAS
 BAC Secretariat Chairman
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 Brgy. 10 A.G. Tupaz St., Laoag City
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APPROVED:

ROY A. TOMAS
 City Engineer
 BAC Chairman

Created by JOVYLYN P LUCAS

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