



Bid Notice Abstract

Invitation to Bid (ITB)

Reference Number 10522314
Procuring Entity ILOILO STATE UNIVERSITY OF FISHERIES SCIENCE AND TECHNOLOGY-
Title Purchase and Delivery of Office Supplies
Area of Delivery Iloilo

Solicitation Number: ITB2024-02-03	Status	Active
Trade Agreement: Implementing Rules and Regulations	Associated Components	1
Procurement Mode: Public Bidding	Bid Supplements	1
Classification: Goods	Document Request List	4
Category: Office Supplies and Devices	Date Published	02/02/2024
Approved Budget for the Contract: PHP 300,000.00	Last Updated / Time	02/02/2024 16:36 PM
Delivery Period: 30 Day/s	Closing Date / Time	21/02/2024 11:00 AM
Client Agency:		
Contact Person: RHEA BRAZA DELMO Head-BAC Secretariat J.T. Bretaña St. Ilaya Poblacion Barotac Nuevo Iloilo Philippines 5007 63-908-2542324 iscofbcampusbac@gmail.com		

Description

Name of Project: Purchase and Delivery of Office Supplies
 Approved Budget for the Contract: Php 300,000.00
 Calendar Days to Complete: 30 Calendar Days

Item No.	Description	Unit	Quantity	Unit Cost	Total Cost
1	ALCOHOL, Ethyl, 1 Gallon	Gallon	25		
2	ERASER, plastic/ rubber	Pc.	10		
3	SIGN PEN, Extra Fine Tip,Black	Pc.	50		
4	SIGN PEN,Fine Tip,Black	Pc.	50		
5	SIGN PEN,Medium Tip,Black	Pc.	50		
6	SIGN PEN, Extra Fine Tip,Blue	Pc.	50		
7	SIGN PEN,Fine Tip,Blue	Pc.	50		
8	SIGN PEN,Medium Tip,Blue	Pc.	50		
9	BATTERY, dry cell, size AA, Two (2) pieces per blister pack	Pack	10		
10	BATTERY, dry cell, size AAA, Two (2) pieces per blister pack	Pack	10		
11	CLEANER, Toilet Bowl and Urinal, 900mL - 1000mL	Bottle	50		
12	DISINFECTANT SPRAY, Aerosol type, 400g	Can	50		
13	LIQUID HAND SOAP, 500mL	Bottle	30		
14	TRASHBAG, black XL size	Pack	50		
15	INK, for stamp pad, 50mL	Bottle	6		
16	PHILIPPINE NATIONAL FLAG	Pc.	2		
17	EXTERNAL HARD DRIVE, 1TB	Unit	3		
18	GLUE, all-purpose, 200 grams	Jar	20		
19	CLIP, backfold, 19mm	Box	50		
20	CLIP, backfold, 25mm	Box	50		
21	CLIP, backfold, 32mm	Box	50		
22	CLIP, backfold, 50mm	Box	50		
23	CORRECTION TAPE, 8 meters	Pc.	50		
24	DATA FILE BOX	Pc.	150		

- 25 DATER Stamp Pc. 15
- 26 ENVELOPE, Documentary, A4, 500 pieces per box Box 5
- 27 ENVELOPE, Mailing, with window, 500 pieces per box Box 1
- 28 ERASER, felt, for blackboard/whiteboard Pc. 5
- 29 FOLDER with tab, A4, 100 pieces per pack (white) Pack 10
- 30 FOLDER with tab, legal, 100 pieces per pack (white) Pack 10
- 31 MARKER, Fluorescent, 3 colors per set Set 20
- 32 MARKER, Permanent, Black Pc. 30
- 33 MARKER, Whiteboard, Black Pc. 50
- 34 RUBBER BAND No. 18, 350g Box 1
- 35 STAPLE WIRE, standard Box 30
- 36 STAPLER, standard type Pc. 40
- 37 STAPLE REMOVER, plier type Pc. 40
- 38 STICKER PAPER Pack 20
- 39 TAPE, electrical Roll 30
- 40 TAPE, transparent, 24mm Roll 20
- 41 TAPE, transparent, 48mm Roll 20
- 42 NOTE PAD, stick on, 50mm x 76mm Pad 20
- 43 NOTE PAD, stick on, 76mm x 100mm Pad 20
- 44 NOTE PAD, stick on, 76mm x 76mm Pad 20
- 45 PAPER, MULTICOPY A4, 500 sheets per ream Ream 110
- 46 PAPER, MULTICOPY LEGAL, 500 sheets per ream Ream 110
- 47 PAPER, MULTIPURPOSE A4, 500 sheets per ream Ream 110
- 48 PAPER, MULTIPURPOSE LEGAL, 500 sheets per ream Ream 110
- 49 RECORD BOOK, 300 PAGES Book 20
- 50 RECORD BOOK, 500 PAGES Book 20
- 51 Tape Dispenser , table Top Pc. 10
- 52 TOILET TISSUE PAPER, 2 ply, 12 rolls in a pack Pack 30
- 53 Hand Sanitizer 250 ml. Pc. 20
- 54 INSECTICIDE, 600mL Box 20
- 55 HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184) Book 10
- 56 INK CARTRIDGE, EPSON C13T664100 (T6641), Black Cart. 12
- 57 INK CARTRIDGE, EPSON C13T664200 (T6642), Cyan Cart. 10
- 58 INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta Cart. 10
- 59 INK CARTRIDGE, EPSON C13T664400 (T6644), Yellow Cart. 10
- 60 White Board (3m x 4m) Pc. 2

Total

Procurement will be conducted through open competitive bidding procedure in accordance with R.A. 9184 and its Revised Implementing Rules and Regulations.

The significant times and deadline of procurement activities are shown below

- 1 Issuance of Bidding Documents February 2, 2024 to February 21, 2024 @11:00A.M.
2. Pre-Bid Conference February 9, 2024@11:00A.M.
3. Deadline of Submission & Receipt of Bids February 21, 2024@11:00A.M.
4. Opening of Bids February 21, 2024@11:00A.M.

The BAC will issue hard copies of Bidding Documents through the BAC Secretariat of ISUFST-Main Campus Poblacion Site, J.T. Bretaña St., Barotac Nuevo, Iloilo upon payment of non-refundable fee of P500.00. Bids must be accompanied by a Bid Security, the amount in acceptable form, as stated in section 27.2 of the revised IRR. Prospective Bidders shall submit their duly accomplished forms as specified in the BDs in two (2) separate sealed bid envelopes to Bids and Awards Committee. The first envelope shall contain the legal and technical component of the bid which shall include the eligibility requirements.

The second envelope shall contain the financial component of the Bid. Contract will be awarded to the lowest calculated responsive bid as determined in the bid evaluation & the post qualification.

The ISUFST-Main Campus Poblacion Site, reserves the right to accept or reject any bid and to annul the bidding process any time before the contract award without incurring any liability to the affected Bidders or Bidder.

Concurred: Recommending Approval: Approved by:

RUBY F. PERASOL JOSE S. ARICAYA NORDY D. SIASON JR., Ed.D., CESO VI
BAC Chairman Administrative Officer V SUC President II

Pre-bid Conference

Date	Time	Venue
09/02/2024	11:00:00 AM	BAC Office ISUFST Main Campus Poblacion Site

Created by RHEA BRAZA DELMO

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