



Bid Notice Abstract

Invitation to Bid (ITB)

Reference Number 10314591
Procuring Entity DEPARTMENT OF EDUCATION - REGION VIII
Title PROCUREMENT FOR CY 2024 GENERAL SUPPLIES OF DEPED REGION VIII (EARLY PROCUREMENT ACTIVITY)
Area of Delivery Leyte

| | | | |
|--|--|------------------------------|---------------------|
| Solicitation Number: | AD-PB-2023-10-0680 | Status | Active |
| Trade Agreement: | Implementing Rules and Regulations | Associated Components | 2 |
| Procurement Mode: | Public Bidding | Bid Supplements | 0 |
| Classification: | Goods | Document Request List | 0 |
| Category: | Office Supplies and Devices | Date Published | 14/11/2023 |
| Approved Budget for the Contract: | PHP 1,901,944.00 | Last Updated / Time | 14/11/2023 00:00 AM |
| Delivery Period: | 60 Day/s | Closing Date / Time | 06/12/2023 10:00 AM |
| Client Agency: | | | |
| Contact Person: | Mikko S Duero Computer Programmer II DepEd Regional Office VIII Government Center Barangay Candahug Palo Leyte Philippines 6501 63-53-8889349 63-53-8322997 bac.region8@deped.gov.ph | | |

Description

PROCUREMENT FOR CY 2024 GENERAL SUPPLIES OF DEPED REGION VIII (EARLY PROCUREMENT ACTIVITY)

QTY. UNIT ITEM DESCRIPTION

1 roll ACETATE

34 can AIR FRESHENER, aerosol, 280ml/150g min

39 gals ALCOHOL, ethyl, 68%-70%, scented, Gallon

188 bottle ALCOHOL, ethyl, 68%-70%, scented, 500ml.

221 piece BALL POINT PEN, BLACK

845 piece BALL POINT PEN, BLUE

113 pack BATTERY, dry cell, AA, 2 pieces per blister pack

106 pack BATTERY, dry cell, AAA, 2 pieces per blister pack

12 piece BROOM, SOFT (TAMBO), weight: 200g min tiger grass

10 piece BROOM, STICK (TINGTING)

48 box BINDER CLIP, 18mm, blk (12's/box)

58 box BINDER CLIP, 25mm, blk (12's/box)

37 box BINDER CLIP, 32mm, blk (12's/box)

37 box BINDER CLIP, 41mm, blk (12's/box)

75 box BINDER CLIP, 2", blk (12's/box)

70 pack BINDER, Notebook Filer, 6 x 8.5" (5's/pack)

10 can CAR FRESHENER, 1.05 ounce

21 unit CALCULATOR, COMPACT, electronic, 12 digits cap, 1 unit in individual box

40 bottle CLEANER, TOILET BOWL AND URINAL, 900ml-1,000ml cap

24 pack CLEANER, AUTOMATIC TOILET BOWL, Blue Soap (50 grams x 6 tabs)

47 piece CLEARBOOK, A4 SIZE

17 piece CLEARBOOK, LEGAL

23 box CLIP, BACKFOLD, 19MM, 12 pieces per box

31 box CLIP, BACKFOLD, 25MM, 12 pieces per box

23 box CLIP, BACKFOLD, 33MM, 12 pieces per box

36 box CLIP, BACKFOLD, 50MM, 12 pieces per box

447 piece CORRECTION TAPE, 1 piece in individual plastic, 5mm x 8 meters

17 tube CUTTER BLADE, 10 pieces per tube

7 piece CUTTER KNIFE, heavy duty

111 piece DATA FILE BOX, made of chipboard, with closed ends (GREEN COLOR)

9 piece DATA ORGANIZER w/ ring (2 holes)

51 pouch DETERGENT POWDER, all purpose, 1kg per plastic pouch

20 can DISINFECTANT SPRAY, aerosol type, 400-550 grams

135 bottle DISHWASHING LIQUID, 500ml.

5 piece DUST PAN, non-rigid plastic, big

5 piece DUSTER, Cotton

23 box ENVELOPE, EXPANDING, Laminated (Green), 100's/box

23 box ENVELOPE, MAILING, 500 pieces per box, long

2 piece ERASER, FELT, FOR BLACKBOARD OR WHITEBOARD

1 unit EXTERNAL HARD DRIVE, 1TB, 2.5" HDD, USB 3.0, 1 unit in individual box

14 piece EXTENSION WIRE, (5 METERS - 4 gang)

24 gals FABRIC CONDITIONER (Galloon)

117 box FASTENER, PAPER, PLASTIC/VINYL COATED

37 piece FLASH DRIVE, 64 GB

355 piece FOLDER, File, A4 size, pt.14

430 piece FOLDER, File, Legal Size, pt.14

3 pack FOLDER, L-TYPE, A4 SIZE, 50 pieces per pack

1 pack FOLDER, L-TYPE, LEGAL SIZE, 50 pieces per pack

100 piece FOLDER, MOROCCO, short (blue)

2 box FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm), 100's/box

2150 piece FOLDER, EXPANDING, LONG, GREEN

9 can FURNITURE CLEANER, aerosol, 300ml min./can

30 piece FLOOR MAT/RAG, COTTON

41 bottle GLASS CLEANER, SPRAY, BIG

52 jars GLUE, all purpose, gross weight: 200 grams min

7 pc Glue Gun, Heavy duty

95 piece Glue Stick

120 btls HANDWASHING LIQUID SOAP, 500ml.

7 piece Hand Towel (for Refrigerator)

43 btls HAND SANITIZER, 500ml.

1 box INDEX TAB, 5 sets per box

17 can INSECTICIDE, aerosol type, net content: 600ml min

7 roll LAMINATING FILM, Legal size

2 unit LAMINATING MACHINE

81 set MARKER, FLUORESCENT, 3 colors per set

99 piece MARKER, PERMANENT, bullet type, black

91 piece MARKER, PERMANENT, bullet type, blue

5 piece MARKER, PERMANENT, bullet type, red

68 piece MARKER, PERMANENT, BROAD (BLACK), felt tip

48 piece MARKER, WHITEBOARD, black

35 piece MARKER, WHITEBOARD, blue

35 piece MARKER, WHITEBOARD, red

7 piece MOUSE, OPTICAL, USB CONNECTION TYPE, 1 unit in individual box

13 piece MOUSE, WIRELESS (for LAPTOP)

14 piece MOUSE PAD

237 pad NOTEPAD, STICK-ON, 2X3, 100 sheets per pad

262 pad NOTEPAD, STICK-ON, 3X3, 100 sheets per pad

209 pad NOTEPAD, STICK-ON, 3X4, 100 sheets per pad

50 box PAPER CLIP, 33MM, 100 pieces per box or 52 grams (min.) (net of box)

84 box PAPER CLIP, 50MM, 100 pieces per box or 120 grams (min.) (net of box)

35 ream Paper, Short (8 1/2" x 11), 80gsm

954 ream PAPER, MULTICOPIY, 80gsm, size: 210mm x 297mm (A4)

13 ream PAPER, MULTICOPIY, 80gsm, size: 216mm x 330mm (Legal)

550 ream PAPER, MULTI-PURPOSE, 70 gsm., size: 210mm x 297mm (A4)

7 box PAPER, SPECIALTY, LONG

51 box PAPER, SPECIALTY, SHORT

10 pack PAPER, CONSTRUCTION, A4 (Yellow; Green)

60 box PENCIL, LEAD WITH ERASER, 12 dozens per box
 4 piece PRESENTER, LASER, WIRELESS
 15 piece PHILIPPINE FLAGS
 245 pack PHOTO PAPER, glossy
 13 piece PUNCHER, paper, heavy duty, with two hole guide, 1 piece in individual box
 26 bundle RAGS, ALL COTTON, 32 pieces per kilo per bundle
 39 book RECORD BOOK, 300 PAGES, size: 214mm x 278mm min
 51 book RECORD BOOK, 500 PAGES, size: 214mm x 278mm min
 15 piece RING BINDER, black 1"
 24 piece RING BINDER, black, 1/2"
 10 box RUBBER BAND, 70mm min lay flat length (#18)
 11 piece RULER, Aluminum, 12"
 22 piece RULER, PLASTIC, 450MM, 1 piece in individual plastic
 32 box SCENTED FACIAL TISSUE, 2 ply, 130 pulls
 42 pair SCISSORS, heavy duty (big)
 7 pack SCOURING PAD, 5 pieces per pack
 185 piece SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip
 183 piece SIGN PEN Refill, Blue (Point- V5)
 783 piece SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip
 109 piece SIGN PEN, Blue (Point- V5)
 41 piece SIGN PEN, Blue (Point- V7)
 90 piece SIGN PEN, Blue (Point- V10)
 48 piece SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip
 67 piece SIGN PEN, Green, liquid/gel ink, 0.5mm needle tip
 12 bottle STAMP PAD INK, purple or violet, 50ml (min.)
 14 piece STAMP PAD, FELT, bed dimension: 60mm x 100mm
 9 piece STAPLE REMOVER, PLIER TYPE
 121 box STAPLE WIRE, STANDARD
 34 piece STAPLER, STANDARD TYPE, load cap: 200 staples min, 1 piece in individual box
 1 piece Stapler, Long Arm, Heavy duty
 94 pack STICKER PAPER, LONG
 54 piece SPONGE
 4 piece STORAGE BOX w/ cover (9.5" x 10" x 15"), made of chipboard
 1 unit STEEL FILING CABINET, 4 -LAYERS
 21 roll TAPE, ELECTRICAL
 64 roll TAPE, MASKING, width: 24mm (±1mm)
 90 roll TAPE, MASKING, width: 48mm (±1mm)
 81 roll TAPE, PACKAGING, width: 48mm (±1mm)
 209 roll TAPE, TRANSPARENT, width: 24mm (±1mm)
 104 roll TAPE, TRANSPARENT, width: 48mm (±1mm)
 81 piece TAPE, DOUBLE ADHESIVE, 2"
 329 pack TOILET TISSUE PAPER 2-plys sheets, 150 pulls, 12 rolls in a pack
 3 piece TOILET BRUSH w/ handle
 46 piece TOILET DEODORANT, CAKE, small
 4 roll TRASHBAG, plastic, gusseted type, transparent, 10 pcs per roll/pack
 3 roll TWINE, PLASTIC, 1 kl.
 550 piece VOUCHER FILER w/ bolts, 4" (Green)
 13 Cart INK CART, BROTHER, DCP-1105- LC539XL, Black
 8 Cart INK CART, BROTHER, DCP-1105- LC535XL, Cyan
 8 Cart INK CART, BROTHER, DCP-1105- LC535XL, Magenta
 8 Cart INK CART, BROTHER, DCP-1105- LC535XL, Yellow
 31 Cart INK CART, BROTHER, BTD60, Black
 24 Cart INK CART, BROTHER, BTD5000, Cyan
 20 Cart INK CART, BROTHER, BTD5000, Magenta
 20 Cart INK CART, BROTHER, BTD5000, Yellow
 24 Cart INK CART, EPSON C13T664200 (T6642), Cyan
 28 Cart INK CART, EPSON C13T664300 (T6643), Magenta
 28 Cart INK CART, EPSON C13T664400 (T6644), Yellow
 283 Cart INK CART, EPSON L3110 (003), Black
 180 Cart INK CART, EPSON L3110 (003), Cyan
 182 Cart INK CART, EPSON L3110 (003), Magenta
 175 Cart INK CART, EPSON L3110 (003), Yellow
 11 Cart INK CART, EPSON L3156(103), Black
 11 Cart INK CART, EPSON L3156(103), Cyan
 11 Cart INK CART, EPSON L3156(103), Magenta
 11 Cart INK CART, EPSON L3156(103), Yellow
 8 Toner TONER CART, HP (HP 85A), Black (for HP Laserjet P1102)
 22 piece INK, Bottle, HP GT-51, Black
 12 piece INK, Bottle, HP GT-51, Cyan
 12 piece INK, Bottle, HP GT-51, Magenta
 12 piece INK, Bottle, HP GT-51, Yellow
 253 pad "Sign Here" message flags, 1/2" x 3/4" (asstd colors)
 71 pad "Sign Here" message flags, 1" (asstd colors)
 1 pcs Digital Facsimile/Stamp ("ARIEM A. CINCO")
 1 pcs Digital Facsimile/Stamp ("ARIEM A. CINCO/VERIFIED FROM THE ORIGINAL")
 1 pcs Digital Facsimile/Stamp ("Certified True Copy")
 2 pcs Digital Facsimile/Stamp ("RELEASED")
 3 pcs Digital Facsimile/Stamp ("RECEIVED")
 1 bits Self-Inking Dater Stamp
 19 bits Ink for Self-Inking Stamp
 2 unit Computer Monitor, 18" (LCD)
 2 unit Computer Monitor, 22" (LCD)
 35 pcs PVC Black Certificate Frame (Letter size)
 8 unit Uninterruptible Power Supply (UPS), 650VA
 8 unit Printer, 3 in 1- Print, Scan, Copy (Continuous Ink Supply)
 200 pcs Stock Card, tagboard w/ back to back printing (8 1/2 x 11)
 1 unit Headset w/ Noise Cancellation
 986 pcs Certificate Folder, A4 size (Jacket type)
 5 tube Photocopier Toner, Docucentre S2011
 7 pcs WIFI Wireless Adapter
 15 liter Sodium Hypochlorite Liquid Bleach, 1 ltr.
 10 pcs KN95 Mask
 3 pcs Computer Table (color: Mahogany)
 4 pcs HDMI to VGA Adapter

Important Note/s:

- This is an Early Procurement pursuant to Section 7.6 of the 2016 revised IRR of RA No. 9184 which states that "to facilitate the immediate implementation of procurement of Goods, Infrastructure Projects, or Consulting Services, even pending approval of the General Appropriations Act (GAA), corporate budget or appropriations ordinance, as the case may be, and notwithstanding Section 7.2 hereof, the procuring entity (PE) may undertake the procurement activities short of award. xxx No award of contract shall be made until the GAA, corporate budget, or appropriations ordinance has been approved or enacted" and GPPB Circular No. 16-2019 (Guidelines on the Implementation of Early Procurement Activities).
- Delivery shall be within Sixty (60) Calendar Days from the receipt of Notice to Proceed (NTP) of the supplier.
- Winning Bidder must coordinate, one (1) day after issuance of Notice of Award (NOA), with the Administrative Division (Proponent), to discuss guidelines of the program, delivery schedule(s), and the expectation/s between both parties, Contact No. (053) 832-4631, E-mail address: admin.region8@depd.gov.ph.

Line Items

| Item No. | Product/Service Name | Description | Quantity | UOM | Budget (PHP) |
|----------|----------------------|--|----------|-----|--------------|
| 1 | General Supplies | PROCUREMENT FOR CY 2024 GENERAL SUPPLIES OF DEPED REGION VIII (EARLY PROCUREMENT ACTIVITY) | 1 | Lot | 1,901,944.00 |

Pre-bid Conference

| Date | Time | Venue |
|------------|-------------|---|
| 22/11/2023 | 10:00:00 AM | DepEd Regional Office VIII, Candahug, Palo, Leyte |

Created by Mikko S Duero
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