



Republic of the Philippines
(Republic Act No. 7611)

PALAWAN COUNCIL FOR SUSTAINABLE DEVELOPMENT STAFF

INVITATION FOR NEGOTIATED PROCUREMENT – TWO FAILED BIDDINGS

(Pursuant to Section 53.1 of the 2016 Revised Implementing Rules and Regulations (IRR) of R.A. No. 9184)

PROCUREMENT OF P.R. NO. 22-11-15-03: SUPPLY AND DELIVERY OF COMMON OFFICE SUPPLIES AND EQUIPMENT (FY 2022)

1. In view of the two (2) failed biddings, the *Palawan Council for Sustainable Development Staff (PCSDS)* invites bidders to participate in the negotiation for the procurement of *Common Office Supplies and Equipment (FY 2022)*.
2. The PCSDS, through the *FY 2022 General Appropriations Act* intends to apply the sum of *One Million, Two Hundred Forty-Nine Thousand, Nine Hundred Seventy-Five pesos and 57/100 (Php 1,249,975.57)*, being the Approved Budget for the Contract (ABC) of the abovementioned procurement.

DIVISION	ABC
AFD "Regular Fund"	336,711.00
OED "Regular Fund"	64,280.00
EMED "Regular Fund"	54,781.25
"Regular Fund"	23,675.00
EPRPD "Regular Fund"	31,306.00
"ECAN Zoning Regular Fund"	221,801.19
EEED "Regular Fund"	81,819.86
DMD SOUTH "Regular Fund"	60,751.98
"WMF"	9,000.00
DMD NORTH "Regular Fund"	33,556.23
DMD CALAMIAN "Regular Fund"	15,000
"WMF"	100,000
EZMED "WMF"	183,600
"Regular Fund"	33,693.06
TOTAL	1,249,975.57

Vision: Palawan, an innovative and dynamic global center of sustainable development.
Mission: PCSDS as the driver of environmental conservation and inclusive development in Palawan, a biosphere reserve and science-for-sustainability site, guided by the Strategic Environmental Plan.

HEAD OFFICE:

PCSD Building, Sports Complex Road
Santa Monica Heights, Puerto Princesa City, 5300 Palawan, Philippines
☎ (+6348) 434-4235 Trunkline • (+6348) 434-4234 Telefax
Email: oed@pcsd.gov.ph • Website: www.pcsd.gov.ph | www.pkp.pcsd.gov.ph

Bids received in excess of the ABC per Division as well as the Total ABC shall be automatically rejected during Opening of Best and Final Offer.

3. Negotiation is restricted to Filipino citizens/sole proprietorships, cooperatives, and 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 5183.
4. The schedule of activities are as follows:

ACTIVITIES	SCHEDULE
Availability of Negotiation Documents	17 to 23 September 2022 - Negotiation Documents may be downloaded from the PhilGEPS website and/or in the PCSD agency website.
Negotiation Conference <i>(Interested bidders who would like to participate through Video Conferencing should signify their intention by sending an email to the BAC Secretariat at least one (1) day before the scheduled event. The corresponding Zoom Meeting Link shall then be provided)</i>	23 September 2022 at 10:00 AM - EZMED Conference Room, PCSD Building, Sports Complex Road, Santa Monica Heights, Puerto Princesa City, Palawan and/or Video Conferencing via Zoom
Deadline of Submission of Best and Final Offer (Note: Late bids/quotations shall not be accepted. Unsealed or unmarked bid/quotation envelopes shall be rejected)	30 September 2022 at 10:00 AM - Manual / physical submission of negotiation documents to the PCSDS-BAC Secretariat at PCSD Building, Sports Complex Road, Santa Monica Heights, Puerto Princesa City, Palawan.
Opening of Best and Final Offer <i>(Interested bidders who would like to participate through Video Conferencing should signify their intention by sending an email to the BAC Secretariat at least one (1) day before the scheduled event. The corresponding Zoom Meeting Link shall then be provided)</i>	30 September 2022 at 10:30 AM - EZMED Conference Room, PCSD Building, Sports Complex Road, Santa Monica Heights, Puerto Princesa City, Palawan and/or Video Conferencing via Zoom

5. Following the completion of the negotiations, the best and final offer based on the technical and financial requirements, including the pre-requisite documentary requirements enumerated in the checklist of requirements hereof must be duly received by the BAC Secretariat on or before the specified date and time at the address indicated below. Late submissions shall not be accepted.
6. The PCSDS 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 41 of R.A 9184 and its RIRR, without thereby incurring any liability to the affected bidder or bidders.

7. For further information, please refer to:

THE SECRETARIAT

Bids and Awards Committee

PCSD Building, Sports Complex Road

Barangay Santa Monica, Puerto Princesa City

Palawan

(048) 434 – 4235

bacpcsd@gmail.com


LEVITA A. LAGRADA
BAC Chairperson

Schedule of Requirements

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

Item Number	Description	UOM	Quantity	Delivered, Weeks/Months
OED Common Office Supplies and Equipment				
1	INSECTICIDE, aerosol type	can	1	Within 30 days from receipt of Notice to Proceed
2	TISSUE, interfolded paper towel	pack	24	Within 30 days from receipt of Notice to Proceed
3	BATTERY, dry cell, AA, 2 pieces per blister pack	pack	6	Within 30 days from receipt of Notice to Proceed
4	BATTERY, dry cell, AAA, 2 pieces per blister pack	pack	12	Within 30 days from receipt of Notice to Proceed
5	PAPER, multicopy, 80gsm, A4	Ream	25	Within 30 days from receipt of Notice to Proceed
6	DISINFECTANT SPRAY, aerosol type, 400-550 grams	piece	3	Within 30 days from receipt of Notice to Proceed
7	PVC Cover A4 Size (100pcs)	ream	1	Within 30 days from receipt of Notice to Proceed
8	PAPER, assorted colored paper, size: 210mm x 297mm(A4)	ream	3	Within 30 days from receipt of Notice to Proceed
9	Double sided tape (9mm)	piece	2	Within 30 days from receipt of Notice to Proceed
10	Plastic Paper Fastener	box	4	Within 30 days from receipt of Notice to Proceed
11	Arc Lever File	piece	36	Within 30 days from receipt of Notice to Proceed
12	Sign Pen Black (1.0)	piece	12	Within 30 days from receipt of Notice to Proceed
13	Rechargeable Battery AA (4 Pcs per pack)	pack	1	Within 30 days from receipt of Notice to Proceed
14	Rechargeable Battery AAA (4 Pcs per pack)	pack	1	Within 30 days from receipt of Notice to Proceed
15	Portable printer ink set (Epson Workforce WF 100	set	3	Within 30 days from receipt of Notice to Proceed
16	USB type C to 3.5 mm Headphone jack adapter DAC Type-C 3.5mm Earphone Adaptor	piece	3	Within 30 days from receipt of Notice to Proceed
17	Wireless Car Charger	piece	3	Within 30 days from receipt of Notice to Proceed
18	Double-sided retractable glass sponge wiper squeeze with long handle adjustable up to 10cm	piece	2	Within 30 days from receipt of Notice to Proceed
19	PRINTER INK BOTTLE, Epson L6190(Black)	bot	5	Within 30 days from receipt of Notice to Proceed
20	Isopropyl Alcohol (330ml, Spray Bottle,Blue)	bot	10	Within 30 days from receipt of Notice to Proceed
21	Car Scent Air Freshener (Little Tree, Strawberry)	piece	12	Within 30 days from receipt of Notice to Proceed
22	Coffee Maker (Espresso Machine)	piece	1	Within 30 days from receipt of Notice to Proceed
23	Seat Cover for Swivel Chair	piece	8	Within 30 days from receipt of Notice to Proceed
24	Vacuum cleaner handheld cordless stick aspirator lightweight	Piece	1	Within 30 days from receipt of Notice to Proceed
AFD Common Office Supplies and Equipment				
1	Roller Correction Tape White, 32M*5MM	piece	50	Within 30 days from receipt of Notice to Proceed
2	ENVELOPE, mailing, white, 70gsm, 100 pcs	box	1	Within 30 days from receipt of Notice to Proceed
3	Plastic Expandable envelope with divider/pockets	piece	15	Within 30 days from receipt of Notice to Proceed

4	Universal Kraft Clasp Envelope, A4/long Size, 100/box	box	1	Within 30 days from receipt of Notice to Proceed
5	Paper Trimmer Heavy Duty Wood/metal Base (A3)	piece	1	Within 30 days from receipt of Notice to Proceed
6	L-Type Folder (Clear) 100 pcs long	pack	1	Within 30 days from receipt of Notice to Proceed
7	L-Type Folder (Clear) 100 pcs A4	pack	1	Within 30 days from receipt of Notice to Proceed
8	File System (lever arc) Long, black	piece	30	Within 30 days from receipt of Notice to Proceed
9	Velum 100 A4 (500's)	ream	5	Within 30 days from receipt of Notice to Proceed
10	Morocco Cut A4 (Ream)	ream	2	Within 30 days from receipt of Notice to Proceed
11	Bond Paper Assorted Color A4 (ream)	ream	4	Within 30 days from receipt of Notice to Proceed
12	PVC Cover (Acetate)long Size, 100pcs	ream	1	Within 30 days from receipt of Notice to Proceed
13	PVC Cover (Acetate) A4 Size, 100pcs	ream	4	Within 30 days from receipt of Notice to Proceed
14	RUBBER BAND, 70mm min lay flat length (#18)	box	3	Within 30 days from receipt of Notice to Proceed
15	CALCULATOR, compact, 12 digits	unit	2	Within 30 days from receipt of Notice to Proceed
16	SIGN PEN, BLACK, liquid/gel ink, 1.0mm needle tip	piece	48	Within 30 days from receipt of Notice to Proceed
17	Sign Pen 0.3mm	piece	12	Within 30 days from receipt of Notice to Proceed
18	Ballpen (Black)	piece	48	Within 30 days from receipt of Notice to Proceed
19	Ballpen (blue)	piece	12	Within 30 days from receipt of Notice to Proceed
20	Ballpen (red)	piece	12	Within 30 days from receipt of Notice to Proceed
21	Japanese/nylon Cord Medium Size, Cream, 36 Yards	roll	8	Within 30 days from receipt of Notice to Proceed
22	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	60	Within 30 days from receipt of Notice to Proceed
23	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	50	Within 30 days from receipt of Notice to Proceed
24	Battery Button CR2032	pack	1	Within 30 days from receipt of Notice to Proceed
25	9V Battery 1 pc per pack	pack	5	Within 30 days from receipt of Notice to Proceed
26	Cloth / Duct Tape (Silver)	roll	5	Within 30 days from receipt of Notice to Proceed
27	Double Sided Tape 1/2"	roll	5	Within 30 days from receipt of Notice to Proceed
28	Double Sided Tape 1"	roll	1	Within 30 days from receipt of Notice to Proceed
29	Staple Less Stapler	piece	1	Within 30 days from receipt of Notice to Proceed
30	TAPE, ELECTRICAL, 18mm x 16M min	roll	2	Within 30 days from receipt of Notice to Proceed
31	TAPE, PACKAGING, width: 48mm (±1mm)	roll	5	Within 30 days from receipt of Notice to Proceed
32	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream	200	Within 30 days from receipt of Notice to Proceed
33	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	10	Within 30 days from receipt of Notice to Proceed
34	Bond Paper, 80 Gsm, 8.5x14	ream	2	Within 30 days from receipt of Notice to Proceed
35	Record Book, 200 Pages	piece	10	Within 30 days from receipt of Notice to Proceed
36	BROOM, soft (tambo)	piece	5	Within 30 days from receipt of Notice to Proceed
37	BROOM, STICK (TING-TING), usable length: 760mm min	piece	8	Within 30 days from receipt of Notice to Proceed

38	CLEANER, TOILET BOWL AND URINAL, 900ml-1000ml cap	bottle	12	Within 30 days from receipt of Notice to Proceed
39	CLEANSER, SCOURING POWDER, 350g min./can	Can	12	Within 30 days from receipt of Notice to Proceed
40	DETERGENT BAR, 140 grams as packed	piece	24	Within 30 days from receipt of Notice to Proceed
41	DETERGENT POWDER, all purpose, 1kg	pack	6	Within 30 days from receipt of Notice to Proceed
42	DISINFECTANT SPRAY, aerosol type, 400-550 grams	can	12	Within 30 days from receipt of Notice to Proceed
43	Multi-Purpose Liquid Disinfectant 100ml	bottle	12	Within 30 days from receipt of Notice to Proceed
44	All Purpose Disinfectant Cleaner, Anti-Bacterial, 3.7 L (1gal)	gal	12	Within 30 days from receipt of Notice to Proceed
45	Bleach, 3.7 Liters	piece	3	Within 30 days from receipt of Notice to Proceed
46	INSECTICIDE, aerosol type, net content: 600ml min	can	2	Within 30 days from receipt of Notice to Proceed
47	ALCOHOL, ethyl, 68%-72%, scented, 3.785 liters	gal	12	Within 30 days from receipt of Notice to Proceed
48	Glass Cleanser Liquid with Spray Pump, 250ml	bot	10	Within 30 days from receipt of Notice to Proceed
49	Plastic Pot with Tray, Green/Maroon (large)	piece	20	Within 30 days from receipt of Notice to Proceed
50	TRASHBAG, small, plastic, transparent, 10pcs/roll	roll	50	Within 30 days from receipt of Notice to Proceed
51	TRASHBAG, Large, plastic, transparent, 10pcs/roll	roll	60	Within 30 days from receipt of Notice to Proceed
52	TRASHBAG, XL, plastic, transparent, 10pcs/roll	roll	20	Within 30 days from receipt of Notice to Proceed
53	Deodorizer, 100 grams	piece	48	Within 30 days from receipt of Notice to Proceed
54	Door Mat (fabric) dark color	piece	12	Within 30 days from receipt of Notice to Proceed
55	RAGS, round, all cotton	bundle	10	Within 30 days from receipt of Notice to Proceed
56	disinfecting foot mat	piece	4	Within 30 days from receipt of Notice to Proceed
57	Wall-mounted Bathroom Tissue Dispenser Round Pap (for Jumbo Tissue), metal	piece	4	Within 30 days from receipt of Notice to Proceed
58	Jumbo Roll Tissue, 2 ply, 250 meters	roll	150	Within 30 days from receipt of Notice to Proceed
59	TOILET TISSUE PAPER, 2-ply, 100% recycled (12 rolls)	piece	20	Within 30 days from receipt of Notice to Proceed
60	Automatic Hand Dryer	piece	4	Within 30 days from receipt of Notice to Proceed
61	PHILIPPINE NATIONAL FLAG, 100% polyester	piece	8	Within 30 days from receipt of Notice to Proceed
62	LED Lamp 13W	piece	50	Within 30 days from receipt of Notice to Proceed
63	LED Lamp 12W	piece	40	Within 30 days from receipt of Notice to Proceed
64	LED Lamp 9W	piece	12	Within 30 days from receipt of Notice to Proceed
65	Flash Light (LED, Rechargeable)	piece	2	Within 30 days from receipt of Notice to Proceed
66	Rain Coat (poncho type)	piece	10	Within 30 days from receipt of Notice to Proceed
67	Raincoat Jacket and Pants set	piece	10	Within 30 days from receipt of Notice to Proceed
68	Storage Box 30L Capacity, Grey	piece	30	Within 30 days from receipt of Notice to Proceed
69	Storage Box 95L Capacity	piece	5	Within 30 days from receipt of Notice to Proceed
70	Thermal Paste (4g) (Artic Mx-4 grease cpu)	piece	3	Within 30 days from receipt of Notice to Proceed
71	RJ45 (100 pcs per box)	box	3	Within 30 days from receipt of Notice to Proceed

72	RJ11 (100 pcs per box)	box	1	Within 30 days from receipt of Notice to Proceed
73	D60 Electronic Soldering Iron Kit with Temperature Control	piece	1	Within 30 days from receipt of Notice to Proceed
74	Wireless Rechargeable Keyboard and Mouse	piece	1	Within 30 days from receipt of Notice to Proceed
75	Solder Lead, 100g 0.5mm / 0.6mm / 1.0mm 99.7% Sn 0.3% Cu Lead-free Rosin Core Solder Wire with Flux and Low Melting Point for Electric Soldering Iron	piece	3	Within 30 days from receipt of Notice to Proceed
76	HDMI Cables (5M) High Speed HDMI Cable V1.4 3D Full HD 1080P	piece	2	Within 30 days from receipt of Notice to Proceed
77	Mini HDMI to HDMI (Type-A)	piece	2	Within 30 days from receipt of Notice to Proceed
78	Electrical Tape (.16mm x 19mm x 4m)	roll	15	Within 30 days from receipt of Notice to Proceed
79	ACK-E12 Power AC Adaptor for Canon Digital EOS M M2 M10 M50 M100 Cameras	piece	1	Within 30 days from receipt of Notice to Proceed
80	9v Power Supply	piece	3	Within 30 days from receipt of Notice to Proceed
81	USB 3.0 to SATA III Hard Ddrive Adapter	piece	2	Within 30 days from receipt of Notice to Proceed
82	XLR Cables 3ft	piece	6	Within 30 days from receipt of Notice to Proceed
83	RCA to AUX cable 1ft	piece	3	Within 30 days from receipt of Notice to Proceed
84	Punch Down Tool, Spring Loaded	piece	2	Within 30 days from receipt of Notice to Proceed
85	LAN Tester	piece	1	Within 30 days from receipt of Notice to Proceed
86	crimping tool	piece	1	Within 30 days from receipt of Notice to Proceed
87	Electric current tester	piece	1	Within 30 days from receipt of Notice to Proceed
88	KWS-912V USB Boost Cable 5V Step Up to 9V 12V Adjustable Voltage Converter Transformer DC Power	piece	10	Within 30 days from receipt of Notice to Proceed
89	Rain Coat (poncho type) (Dark Green)	piece	10	Within 30 days from receipt of Notice to Proceed
90	Raincoat Jacket and Pants set (Black)	piece	10	Within 30 days from receipt of Notice to Proceed
EMED (KRM) Common Office Supplies and Equipment				
1	INSECTICIDE, aerosol type, net content: 600ml min	can	5	Within 30 days from receipt of Notice to Proceed
2	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	5	Within 30 days from receipt of Notice to Proceed
3	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	5	Within 30 days from receipt of Notice to Proceed
4	PAPER, Multi-Purpose (COPY) A4, 80 gsm	ream	60	Within 30 days from receipt of Notice to Proceed
5	PAPER, Multi-Purpose (COPY) Legal, 80 gsm	ream	5	Within 30 days from receipt of Notice to Proceed
6	TOILET TISSUE PAPER, 2-ply, 100% recycled	roll	20	Within 30 days from receipt of Notice to Proceed
7	GLUE, all purpose, gross weight: 200 grams min	bot	2	Within 30 days from receipt of Notice to Proceed
8	TAPE, PACKAGING, width: 48mm (±1mm)	roll	2	Within 30 days from receipt of Notice to Proceed
9	MOUSE, WIRELESS, USB (Trackball Logitech M570 Optical Wireless)	unit	6	Within 30 days from receipt of Notice to Proceed
10	DATA FILE BOX, made of chipboard, with closed ends	ream	10	Within 30 days from receipt of Notice to Proceed
11	DATA FOLDER, made of chipboard, taglia lock	ream	5	Within 30 days from receipt of Notice to Proceed
12	MAGAZINE FILE BOX, LARGE size, made of chipboard	piece	4	Within 30 days from receipt of Notice to Proceed
13	MARKER, whiteboard, black, felt tip, bullet type, box	box	1	Within 30 days from receipt of Notice to Proceed

14	MARKER, whiteboard, blue, felt tip, bullet type, box	box	1	Within 30 days from receipt of Notice to Proceed
15	MARKER, PERMANENT, bullet type, black, box	box	1	Within 30 days from receipt of Notice to Proceed
16	MARKER, PERMANENT, bullet type, blue, box	box	1	Within 30 days from receipt of Notice to Proceed
17	MARKER, PERMANENT, bullet type, red, box	box	1	Within 30 days from receipt of Notice to Proceed
18	PAPER CLIP, vinyl/plastic coat, length: 50mm min	box	12	Within 30 days from receipt of Notice to Proceed
19	INK CART, EPSON C13T664100 (T6641), Black	bot	4	Within 30 days from receipt of Notice to Proceed
20	INK CART, EPSON C13T664200 (T6642), Cyan	bot	2	Within 30 days from receipt of Notice to Proceed
21	INK CART, EPSON C13T664300 (T6643), Magenta	bot	2	Within 30 days from receipt of Notice to Proceed
22	INK CART, EPSON C13T664400 (T6644), Yellow	bot	2	Within 30 days from receipt of Notice to Proceed
23	CLEARBOOK, 20 transparent pockets, for A4 size	piece	20	Within 30 days from receipt of Notice to Proceed
24	CLEARBOOK, 20 transparent pockets, for LEGAL size	piece	20	Within 30 days from receipt of Notice to Proceed
25	INK CART, EPSON L6170, Black	cart	2	Within 30 days from receipt of Notice to Proceed
26	INK CART, EPSON L6170, Magenta	cart	1	Within 30 days from receipt of Notice to Proceed
27	INK CART, EPSON L6170, Cyan	cart	1	Within 30 days from receipt of Notice to Proceed
28	INK CART, EPSON L6170, Yellow	cart	1	Within 30 days from receipt of Notice to Proceed
29	Brother DCP-T310 Ink - C-BT5000 M	bot	1	Within 30 days from receipt of Notice to Proceed
30	Brother DCP-T310 Ink - C-BT5000 Y	bot	1	Within 30 days from receipt of Notice to Proceed
31	Brother DCP-T310 Ink - C-BTD60 BK	bot	1	Within 30 days from receipt of Notice to Proceed
32	Brother DCP-T310 Ink - C-BT5000 C	bot	1	Within 30 days from receipt of Notice to Proceed
EMED Common Office Supplies and Equipment (EMES)				
1	KN95 FACE MASK (10's)	pack	24	Within 30 days from receipt of Notice to Proceed
2	Brother BT6000 BK (ink for Brother T700 W printer)	bot	6	Within 30 days from receipt of Notice to Proceed
3	Brother BT5000 M (ink for Brother T700 W printer)	bot	3	Within 30 days from receipt of Notice to Proceed
4	Brother BT5000 Y (ink for Brother T700 W printer)	bot	3	Within 30 days from receipt of Notice to Proceed
5	Brother BT5000 C (ink for Brother T700 W printer)	bot	3	Within 30 days from receipt of Notice to Proceed
6	Epson Ink Bottles Black 003	bot	2	Within 30 days from receipt of Notice to Proceed
7	Epson Ink Bottles Cyan 003	bot	1	Within 30 days from receipt of Notice to Proceed
8	Epson Ink Bottles Yellow 003	bot	1	Within 30 days from receipt of Notice to Proceed
9	Epson Ink Bottles Magenta 003	bot	1	Within 30 days from receipt of Notice to Proceed
10	MOUSE, Wireless, USB	Piece	5	Within 30 days from receipt of Notice to Proceed
EPRPD Common Office Supplies and Equipment (EZ)				
1	ALCOHOL, isopropyl, 68% - 72%, 500ml (-5ml)	bot	72	Within 30 days from receipt of Notice to Proceed
2	BALLPEN (black), 50 pcs in bundle	bundle	2	Within 30 days from receipt of Notice to Proceed
3	BALLPEN (blue), 50 pcs in bundle	bundle	2	Within 30 days from receipt of Notice to Proceed
4	AIR HUMIDIFIER	unit	1	Within 30 days from receipt of Notice to Proceed

5	CUTTER/UTILITY KNIFE, for general purpose	piece	1	Within 30 days from receipt of Notice to Proceed
6	DATA FILE BOX, made of chipboard, with closed ends, Legal	piece	19	Within 30 days from receipt of Notice to Proceed
7	DATING AND STAMPING MACHINE	piece	1	Within 30 days from receipt of Notice to Proceed
8	FINGERTIP PULSE OXIMETER	unit	2	Within 30 days from receipt of Notice to Proceed
9	FOLDER, FANCY, for A4 size documents (50 pieces per bundle)	bundle	7	Within 30 days from receipt of Notice to Proceed
10	FOLDER, FANCY, for legal size documents (50 pieces per bundle)	bundle	8	Within 30 days from receipt of Notice to Proceed
11	FOLDER, L-type, plastic, A4, 50 pieces pack (Blue, Black, Yellow or Green only)	pack	5	Within 30 days from receipt of Notice to Proceed
12	FOLDER, L-type, plastic, Legal size, 50 pieces per pack (Blue, Black, Yellow or Green only)	piece	4	Within 30 days from receipt of Notice to Proceed
13	FOLDER, Morocco (A4 size), No Slide	piece	40	Within 30 days from receipt of Notice to Proceed
14	FOLDER, Morocco (8.5 x 13), No Slide	piece	40	Within 30 days from receipt of Notice to Proceed
15	FOLDER, Morocco (A4 size), With Slide	piece	40	Within 30 days from receipt of Notice to Proceed
16	FOLDER, Morocco (8.5 x 13), With Slide	piece	40	Within 30 days from receipt of Notice to Proceed
17	FOLDER, Ordinary (A4 size), No Slide	piece	40	Within 30 days from receipt of Notice to Proceed
18	FOLDER, Ordinary (8.5 x 13), No Slide	piece	40	Within 30 days from receipt of Notice to Proceed
19	FOLDER, Plastic (A4 size)	piece	40	Within 30 days from receipt of Notice to Proceed
20	FOLDER, Plastic (8.5 x 13)	piece	40	Within 30 days from receipt of Notice to Proceed
21	FOLDER, Pressboard/Expanding, Legal size	piece	32	Within 30 days from receipt of Notice to Proceed
22	FOLDER, Tagboard, A4, 100 pieces per pack	pack	1	Within 30 days from receipt of Notice to Proceed
23	FOLDER, Tagboard, Legal size, 100 pieces per pack	pack	1	Within 30 days from receipt of Notice to Proceed
24	MULTI-INSECT KILLER, 600mL	piece	5	Within 30 days from receipt of Notice to Proceed
25	PAPER CLIP, vinyl/plastic coat, length: 50mm min	box	8	Within 30 days from receipt of Notice to Proceed
26	PENCIL, lead, w/ eraser, wood cased, hardness: HB (1 dozen/box)	box	8	Within 30 days from receipt of Notice to Proceed
27	CLIP, backfold (6mm or ~1/4 inch) 12 pieces/ box	box	2	Within 30 days from receipt of Notice to Proceed
28	CLIP, backfold (75mm or ~3 inches) 12 pieces/box	box	2	Within 30 days from receipt of Notice to Proceed
29	COLORED PENS, 8 colors, pack	pack	40	Within 30 days from receipt of Notice to Proceed
30	ENVELOPE, Catalog string kraft (legal size)	piece	24	Within 30 days from receipt of Notice to Proceed
31	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size doc (100 pieces per box)	box	2	Within 30 days from receipt of Notice to Proceed
32	FILE ORGANIZER, ACCORDION, Long, 12 pockets	unit	7	Within 30 days from receipt of Notice to Proceed
33	FOLDER DIVIDER / SEPARATOR, 8.5 x 13, 5 sets per pack	pack	60	Within 30 days from receipt of Notice to Proceed
34	FOLDER DIVIDER / SEPARATOR, A4, 5 sets per pack	pack	50	Within 30 days from receipt of Notice to Proceed
35	INDEX CARD, 5"x8", 50s/pack	pack	3	Within 30 days from receipt of Notice to Proceed
36	MARKER, permanent, broad type, black	piece	16	Within 30 days from receipt of Notice to Proceed
37	MARKER, permanent, bullet type, blue	piece	8	Within 30 days from receipt of Notice to Proceed
38	RING BINDER, plastic, 25 mm	bundle	8	Within 30 days from receipt of Notice to Proceed

39	SHARPENER, Metal, Portable	piece	4	Within 30 days from receipt of Notice to Proceed
40	SIGN PEN (1.0 mm Black)	piece	40	Within 30 days from receipt of Notice to Proceed
41	SIGN PEN (1.0 mm Blue)	piece	10	Within 30 days from receipt of Notice to Proceed
42	STAPLER with built-in remover (standard size)	piece	5	Within 30 days from receipt of Notice to Proceed
43	TAPE, Double Sided, 1 inch	roll	8	Within 30 days from receipt of Notice to Proceed
44	TAPE, electrical	roll	2	Within 30 days from receipt of Notice to Proceed
45	TAPE FLAG ARROW, .47"X1.73" 20'Sx8 Flag Arrow W/Print (Sign Here, Important, Urgent)	roll	30	Within 30 days from receipt of Notice to Proceed
46	TAPE, packaging, 48mm	roll	5	Within 30 days from receipt of Notice to Proceed
47	WIPES, Multi-purpose, Compostable, Made from bamboo, 110 wipes	pack	10	Within 30 days from receipt of Notice to Proceed
48	MANILA PAPER (5 pieces/pack)	pack	80	Within 30 days from receipt of Notice to Proceed
49	NOTE/POST-IT PAD, stick-on (0.5"x3")	pad	25	Within 30 days from receipt of Notice to Proceed
50	Notebook, Stenographer, spiral 40L w/ horizontal & vertical ruling	pad	48	Within 30 days from receipt of Notice to Proceed
51	Notepad, Stick on, 76mm x 100mm (3"x4") min	pad	20	Within 30 days from receipt of Notice to Proceed
52	PAPER, Multicopy (A4 size), 80gsm, size: 210mm x 297mm	ream	115	Within 30 days from receipt of Notice to Proceed
53	PAPER, Multicopy (Legal size), 80gsm, size: 216mm x 330mm	ream	60	Within 30 days from receipt of Notice to Proceed
54	SPECIALTY PAPER, A4, (same color as letterhead), 110GSM, 10 pc per pack	pack	30	Within 30 days from receipt of Notice to Proceed
55	SPECIALTY PAPER, Legal, (same color as letterhead), 110GSM, 10 pc per pack	pack	20	Within 30 days from receipt of Notice to Proceed
56	TOILET TISSUE PAPER 3-ply sheets, 400 pulls, 12 rolls per pack	pack	12	Within 30 days from receipt of Notice to Proceed
57	DISINFECTANT SPRAY, aerosol type, 400-550 grams	piece	4	Within 30 days from receipt of Notice to Proceed
58	LAMP, LED Desk Lamp, Dimmable Office Lamp with Adjustable Arm	unit	1	Within 30 days from receipt of Notice to Proceed
59	PORTABLE EMERGENCY LIGHT, Rechargeable, two-level brightness	piece	2	Within 30 days from receipt of Notice to Proceed
60	Battery, Rechargeable, AA (4 pieces per pack)	pack	4	
61	ELECTRIC FAN, stand type	unit	2	Within 30 days from receipt of Notice to Proceed
62	ELECTRIC FAN, emergency rechargeable table fan with night light (pink color)	unit	1	Within 30 days from receipt of Notice to Proceed
63	ELECTRIC FAN, emergency rechargeable table fan with night light (white color)	unit	2	Within 30 days from receipt of Notice to Proceed
64	PRINTER DRUM KIT, for DEVELOP Ineo+, Black ink (Drum DR512)	unit	1	Within 30 days from receipt of Notice to Proceed
65	TONER FOR PHOTOCOPIER/PRINTER, Samsung Xpress, JC68-03468A01, multi-color: • Cyan (C404S) • Magenta (M404S) • Yellow (Y404S) • Black (K404S)	unit	2	Within 30 days from receipt of Notice to Proceed
66	MOUSE, pebble modern, slim, and silent Bluetooth/wireless, rechargeable	unit	7	Within 30 days from receipt of Notice to Proceed
67	NOISE CANCELLING HEADPHONES, with mic	unit	2	Within 30 days from receipt of Notice to Proceed
68	External Hard Drive (2TB)	unit	5	Within 30 days from receipt of Notice to Proceed
69	Flash Drive, 16gb USB 2.0	piece	10	Within 30 days from receipt of Notice to Proceed
70	Flash Drive, 32gb, USB 2.0	piece	10	Within 30 days from receipt of Notice to Proceed

71	HDMI Cable, 3 meters in length, male-to-male cable	piece	2	Within 30 days from receipt of Notice to Proceed
72	Memory Card, SD, 64gb, with adapter	piece	6	Within 30 days from receipt of Notice to Proceed
73	FACE MASK (KF94, disposable, 4 layer nonwoven protection filter 3D antiviral, assorted colors) 10 pcs per pack	box	50	Within 30 days from receipt of Notice to Proceed
74	BINDING AND PUNCHING MACHINE, Legal size	unit	1	Within 30 days from receipt of Notice to Proceed
EPRPD Common Office Supplies and Equipment (RMPD)				
1	FILE SYSTEM (LEVER ARC) Legal	piece	24	Within 30 days from receipt of Notice to Proceed
2	FLOOR RAGS, Rectangle	piece	2	Within 30 days from receipt of Notice to Proceed
3	Ink for Epson WorkForce WF-100 (black and color pigment)	set	3	Within 30 days from receipt of Notice to Proceed
4	LETTERHEAD, A4	ream	2	Within 30 days from receipt of Notice to Proceed
5	LETTERHEAD, Legal	ream	2	Within 30 days from receipt of Notice to Proceed
6	STORAGE BOX, 40L	piece	4	Within 30 days from receipt of Notice to Proceed
EEED Common Office Supplies and Materials (Regular Fund)				
1	Liquid hand sanitizer, 500ml	piece	2	Within 30 days from receipt of Notice to Proceed
2	Protector Multi Insect Killer 500MI/300MI - Long Lasting Protection All Purpose Insect Killer	piece	2	Within 30 days from receipt of Notice to Proceed
3	Bathroom Deodorizing	piece	4	Within 30 days from receipt of Notice to Proceed
4	PAPER, MULTICOPY, A4, 80GSM	ream	4	Within 30 days from receipt of Notice to Proceed
5	PAPER, MULTICOPY, LEGAL, 80GSM	ream	4	Within 30 days from receipt of Notice to Proceed
6	PAPER, MULTI-PURPOSE, A4, 70GSM	ream	10	Within 30 days from receipt of Notice to Proceed
7	PAPER, MULTI-PURPOSE, LEGAL, 70GSM	ream	10	Within 30 days from receipt of Notice to Proceed
8	TOILET TISSUE PAPER, 2-PLY, 100% RECYCLED	roll	20	Within 30 days from receipt of Notice to Proceed
9	BATTERY, DRY CELL, SIZE AA	piece	9	Within 30 days from receipt of Notice to Proceed
10	BATTERY, DRY CELL, SIZE AAA	piece	9	Within 30 days from receipt of Notice to Proceed
11	THERMO GUN	piece	1	Within 30 days from receipt of Notice to Proceed
12	AIR FRESHENER, AEROSOL TYPE	piece	3	Within 30 days from receipt of Notice to Proceed
13	BROOM, SOFT, TAMBO	piece	3	Within 30 days from receipt of Notice to Proceed
14	CLEANER, TOILET AND URINAL	piece	8	Within 30 days from receipt of Notice to Proceed
15	DETERGENT POWDER, ALL-PURPOSE, 1KG	piece	6	Within 30 days from receipt of Notice to Proceed
16	DISENFECTANT, AEROSOL TYPE	piece	4	Within 30 days from receipt of Notice to Proceed
17	LIQUID HAND SOAP, 500ML	piece	4	Within 30 days from receipt of Notice to Proceed
18	FURNITURE CLEANER, AEROSOL TYPE	piece	4	Within 30 days from receipt of Notice to Proceed
19	TRASHBAG, GPP SPECS, BLACK, 940MMX1016MM	piece	4	Within 30 days from receipt of Notice to Proceed
20	DUST PAN, NON-RIGID PLASTIC	piece	4	Within 30 days from receipt of Notice to Proceed

21	FLASH DRIVE, 16TB	piece	4	Within 30 days from receipt of Notice to Proceed
22	FILE ORGANIZER, EXPANDING, PLASTIC LEGAL	piece	8	Within 30 days from receipt of Notice to Proceed
23	FOLDER, L-TYPE, A4	piece	9	Within 30 days from receipt of Notice to Proceed
24	FOLDER, L-TYPE, LEGAL	piece	9	Within 30 days from receipt of Notice to Proceed
25	MARKER, WHITEBOARD, BLACK	piece	10	Within 30 days from receipt of Notice to Proceed
26	MARKER, WHITEBOARD, BLUE	piece	10	Within 30 days from receipt of Notice to Proceed
27	MARKER, WHITEBOARD, RED	piece	10	Within 30 days from receipt of Notice to Proceed
28	PAPER CLIP, VINYL/PLASTIC COATED, 33MM	piece	9	Within 30 days from receipt of Notice to Proceed
29	PAPER CLIP, VINYL/PLASTIC COATED, 50MM	piece	9	Within 30 days from receipt of Notice to Proceed
30	PENCIL, LEAD, WITH ERASER	piece	10	Within 30 days from receipt of Notice to Proceed
31	BLADE, FOR GENERAL PURPOSE CUTTER/UTILITY KNIFE	piece	4	Within 30 days from receipt of Notice to Proceed
32	PENCIL SHARPENER, MANUAL, SINGLE CUTTER HEAD	piece	1	Within 30 days from receipt of Notice to Proceed
33	INK CARTRIDGE, HP L0S63AA (hp955XL) CYAN	piece	1	Within 30 days from receipt of Notice to Proceed
34	INK CARTRIDGE, HP L0S63AA (hp955XL) MAGENTA	piece	1	Within 30 days from receipt of Notice to Proceed
35	INK CARTRIDGE, HP L0S63AA (hp955XL) YELLOW	piece	1	Within 30 days from receipt of Notice to Proceed
36	INK CARTRIDGE, HP L0S63AA (hp955XL) BLACK	piece	1	Within 30 days from receipt of Notice to Proceed
37	SIGN PEN, BLACK .7	piece	9	Within 30 days from receipt of Notice to Proceed
38	KONICA MINOLTA A0V306F YELLOW HIGH YIELD LASER TONER CARTRIDGE MAGICOLOR 1600W,16550EN, 1680MF, 1690MF	piece	1	Within 30 days from receipt of Notice to Proceed
39	KONICA MINOLTA A0V306F MAGENTA HIGH YIELD LASER TONER CARTRIDGE MAGICOLOR 1600W,16550EN, 1680MF, 1690MF	piece	1	Within 30 days from receipt of Notice to Proceed
40	KONICA MINOLTA A0V306F BLACK HIGH YIELD LASER TONER CARTRIDGE MAGICOLOR 1600W,16550EN, 1680MF, 1690MF	piece	1	Within 30 days from receipt of Notice to Proceed
41	KONICA MINOLTA A0V306F CYAN HIGH YIELD LASER TONER CARTRIDGE MAGICOLOR 1600W,16550EN, 1680MF, 1690MF	piece	1	Within 30 days from receipt of Notice to Proceed
42	HP OFFICEJET PRO 7740-HP 952XL BLACK HIGH YIELD ORIGINAL INK CARTRIDGE (F6U19AN)	piece	1	Within 30 days from receipt of Notice to Proceed
43	HP OFFICEJET PRO 7740-HP 952XL CYAN HIGH YIELD ORIGINAL INK CARTRIDGE (L0S61AN)	piece	1	Within 30 days from receipt of Notice to Proceed
44	HP OFFICEJET PRO 7740-HP 952XL MAGENTA HIGH YIELD ORIGINAL INK CARTRIDGE (L0S64AN)	piece	1	Within 30 days from receipt of Notice to Proceed
45	HP OFFICEJET PRO 7740-HP 952XL YELLOW HIGH YIELD ORIGINAL INK CARTRIDGE (L0S67AN)	piece	1	Within 30 days from receipt of Notice to Proceed
46	SPECIAL PAPER FOR CERTIFICATES	piece	4	Within 30 days from receipt of Notice to Proceed
47	HIGH LIGHTER	piece	9	Within 30 days from receipt of Notice to Proceed

48	PHOTO PAPER	piece	4	Within 30 days from receipt of Notice to Proceed
50	DOUBLE SIDED TAPE	piece	4	Within 30 days from receipt of Notice to Proceed
51	LIFE VEST /LIFE JACKET (FOR EMERGENCY PURPOSE - FOR TRAVEL)	piece	6	Within 30 days from receipt of Notice to Proceed
52	WATER DISPENSER (PSDTI)	piece	1	Within 30 days from receipt of Notice to Proceed
53	15.6-inch new computer bag computer bag laptop shoulders business laptop bag men and women	piece	4	Within 30 days from receipt of Notice to Proceed
54	Outdoor Travel Portable Mini Portable First Aid Kits Medical Small Medicine Box Medicine Dispensing Bag Storage Bag First-Aid Kit	piece	1	Within 30 days from receipt of Notice to Proceed
55	FUJIFILM Fuji camera bag XT200 XT30 T10 XE3 XA7 A5 A3 XE4 XT4 XS10 holster base	piece	1	Within 30 days from receipt of Notice to Proceed
DMO South Common Office Supplies and Equipment (Regular Fund)				
1	LOGO PAPER (PCSDS) A4	ream	2	Within 30 days from receipt of Notice to Proceed
2	PENCIL, lead, with eraser	piece	24	Within 30 days from receipt of Notice to Proceed
3	RUBBER BAND, No. 18	box	1	Within 30 days from receipt of Notice to Proceed
4	STAMP PAD, felt	piece	1	Within 30 days from receipt of Notice to Proceed
5	DATER AND STAMPING MACHINE	set	1	Within 30 days from receipt of Notice to Proceed
6	PENCIL SHARPENER, manual, single cutter head	piece	1	Within 30 days from receipt of Notice to Proceed
7	PUNCHER, paper, heavy duty	piece	2	Within 30 days from receipt of Notice to Proceed
8	SCISSORS, symmetrical	piece	4	Within 30 days from receipt of Notice to Proceed
9	STAPLER, standard type	piece	3	Within 30 days from receipt of Notice to Proceed
10	TAPE DISPENSER, table top	piece	2	Within 30 days from receipt of Notice to Proceed
11	PHILIPPINE NATIONAL FLAG	piece	1	Within 30 days from receipt of Notice to Proceed
12	HANDBOOK (RA 9184), latest edition	piece	1	Within 30 days from receipt of Notice to Proceed
13	FIRE EXTINGUISHER, dry chemical	unit	1	Within 30 days from receipt of Notice to Proceed
14	CLEARBOOK, 20 Transparent pockets, Legal	piece	4	Within 30 days from receipt of Notice to Proceed
15	SIGN PEN, black	piece	20	Within 30 days from receipt of Notice to Proceed
16	Ink EPSON L6170 (001 Sets of Cyan, Magenta, Yellow and Black)	set	1	Within 30 days from receipt of Notice to Proceed
17	Ink for EPSON L565 (664 sets of Cyan, Magenta, Yellow and Black)	set	1	Within 30 days from receipt of Notice to Proceed
18	Flash Drive 32gb	piece	10	Within 30 days from receipt of Notice to Proceed
19	Adjustable portable laptop stand	piece	5	Within 30 days from receipt of Notice to Proceed
20	Lever arcfile	piece	20	Within 30 days from receipt of Notice to Proceed
21	Folder Ordinary (long)	piece	100	Within 30 days from receipt of Notice to Proceed
22	Folder Ordinary (A4)	piece	50	Within 30 days from receipt of Notice to Proceed
23	Ballpen (Black)	piece	100	Within 30 days from receipt of Notice to Proceed

24	Mega Box 20L	piece	3	Within 30 days from receipt of Notice to Proceed
25	KN95 Face Mask (50/box)	box	4	Within 30 days from receipt of Notice to Proceed
26	Ready Stock Ultra Slim USB Hub 4-port USB 2.0 hub Black White High Quality DRP	piece	2	Within 30 days from receipt of Notice to Proceed
27	Rolled tissue (12 rolls in a pack)	pack	6	Within 30 days from receipt of Notice to Proceed
28	Alcohol 70% Isoprophyl	gal	3	Within 30 days from receipt of Notice to Proceed
DMD South Common Office Supplies and Equipment (WMF)				
1	Cartridge for Hp Laserjet Pro MFP M428fdn	unit	2	Within 30 days from receipt of Notice to Proceed
2	Expanding Envelope	piece	80	Within 30 days from receipt of Notice to Proceed
3	Long Folder	Piece	50	Within 30 days from receipt of Notice to Proceed
DMD North Common Office Supplies and Equipment (Regular Fund)				
1	INSECTICIDE, aerosol type	can	6	Within 30 days from receipt of Notice to Proceed
2	ALCOHOL, ethyl, 70%, 1 Gallon	gal	8	Within 30 days from receipt of Notice to Proceed
3	CARTOLINA, assorted colors/roll	roll	10	Within 30 days from receipt of Notice to Proceed
4	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	20	Within 30 days from receipt of Notice to Proceed
5	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	25	Within 30 days from receipt of Notice to Proceed
6	NOTE PAD, stick on, 3" x 3"	pad	20	Within 30 days from receipt of Notice to Proceed
7	PAPER, MULTICOPY, A4, 80 gsm/ream	ream	40	Within 30 days from receipt of Notice to Proceed
8	TOILET TISSUE PAPER, 2-ply, 100% recycled/pack (12 rolls)	roll	6	Within 30 days from receipt of Notice to Proceed
9	TOILET TISSUE PAPER, Interfolded Paper Towel (175 Pulls)	roll	8	Within 30 days from receipt of Notice to Proceed
10	BATTERY, dry Cell, size AA 48pcs/box BLACK	box	1	Within 30 days from receipt of Notice to Proceed
11	BATTERY, dry Cell, size AAA 40pcs/box BLACK	box	1	Within 30 days from receipt of Notice to Proceed
12	GLUE, all purpose (1010 grams)	gal	1	Within 30 days from receipt of Notice to Proceed
13	STAPLE WIRE, standard #35/box	box	4	Within 30 days from receipt of Notice to Proceed
14	TAPE, electrical 16m	roll	5	Within 30 days from receipt of Notice to Proceed
15	TAPE, masking, 24mm	roll	5	Within 30 days from receipt of Notice to Proceed
16	TAPE, packaging, 48mmx30m	roll	10	Within 30 days from receipt of Notice to Proceed
17	TAPE, transparent, 24mmx22m	roll	15	Within 30 days from receipt of Notice to Proceed
18	TAPE, transparent, 48mmx30m	roll	15	Within 30 days from receipt of Notice to Proceed
19	LIGHT BULB, Light Emitting Diode (LED) 12 watts	piece	10	Within 30 days from receipt of Notice to Proceed
20	AIR FRESHENER, aerosol type	can	8	Within 30 days from receipt of Notice to Proceed
21	BROOM, soft, tambo	piece	5	Within 30 days from receipt of Notice to Proceed
22	BROOM, stick, ting-ting	piece	5	Within 30 days from receipt of Notice to Proceed

23	CLEANER, toilet and urinal (880ml)	bottle	10	Within 30 days from receipt of Notice to Proceed
24	CLEANSER, scouring powder (350g)	bottle	12	Within 30 days from receipt of Notice to Proceed
25	DETERGENT BAR, 400g	bar	12	Within 30 days from receipt of Notice to Proceed
26	DETERGENT POWDER, all-purpose, 1100g	pack	12	Within 30 days from receipt of Notice to Proceed
27	DUST PAN, non-rigid plastic	piece	4	Within 30 days from receipt of Notice to Proceed
28	LIQUID HAND SOAP, 500mL	bottle	12	Within 30 days from receipt of Notice to Proceed
29	FURNITURE CLEANER, aerosol type	can	6	Within 30 days from receipt of Notice to Proceed
30	TRASHBAG, GPP specs, black, 940mmx1016mm/roll	pack	24	Within 30 days from receipt of Notice to Proceed
31	Rags, rectangular size (SIZE: W-48cm H-35cm)	piece	10	Within 30 days from receipt of Notice to Proceed
32	CLIP, backfold, 19mm/box	box	5	Within 30 days from receipt of Notice to Proceed
33	CLIP, backfold, 25mm/box	box	5	Within 30 days from receipt of Notice to Proceed
34	CLIP, backfold, 32mm/box	box	5	Within 30 days from receipt of Notice to Proceed
35	CLIP, backfold, 50mm/box	box	10	Within 30 days from receipt of Notice to Proceed
36	CORRECTION TAPE, 8m/piece	piece	15	Within 30 days from receipt of Notice to Proceed
37	ENVELOPE, expanding, kraft, legal/piece	piece	30	Within 30 days from receipt of Notice to Proceed
38	FASTENER, metal, non-sharp edges/box	box	3	Within 30 days from receipt of Notice to Proceed
39	FOLDER, with tab, legal/piece	piece	3	Within 30 days from receipt of Notice to Proceed
40	INDEX TAB, self-adhesive, transparent/pack	pack	20	Within 30 days from receipt of Notice to Proceed
41	MAGAZINE FILE BOX, large	piece	10	Within 30 days from receipt of Notice to Proceed
44	MARKER, fluorescent/set	set	5	Within 30 days from receipt of Notice to Proceed
45	MARKER, permanent, black, bullet type/piece	piece	10	Within 30 days from receipt of Notice to Proceed
46	PAPER CLIP, vinyl/plastic coated, 33mm/box	box	20	Within 30 days from receipt of Notice to Proceed
47	PAPER CLIP, vinyl/plastic coated, 50mm	box	15	Within 30 days from receipt of Notice to Proceed
48	CUTTER/UTILITY KNIFE, for general purpose	piece	6	Within 30 days from receipt of Notice to Proceed
49	PENCIL SHARPENER, manual, single cutter head	piece	2	Within 30 days from receipt of Notice to Proceed
50	SCISSORS, symmetrical	piece	6	Within 30 days from receipt of Notice to Proceed
51	STAPLER, standard type	piece	2	Within 30 days from receipt of Notice to Proceed
52	CLEARBOOK, 20 Transparent pockets, Legal	piece	20	Within 30 days from receipt of Notice to Proceed
53	Ordinary Black Ballpen, (50pcs/Box)	box	1	Within 30 days from receipt of Notice to Proceed
54	Index Card per pack 500 pcs. (SIZE: 1/2)	piece	5	Within 30 days from receipt of Notice to Proceed
55	File Separator Card per set 12 pcs (SIZE: A4)	piece	10	Within 30 days from receipt of Notice to Proceed
56	Expanding Folder per piece (SIZE: Legal)	piece	40	Within 30 days from receipt of Notice to Proceed

57	Disposable Facemask, 3 ply (50pcs/Box) Black	box	20	Within 30 days from receipt of Notice to Proceed
DMD Calamian Common Office Supplies and Equipment (WMF)				
1	Toilet tissue paper 2-ply, 100% recycled (12 per pack)	pack	48	Within 30 days from receipt of Notice to Proceed
2	Tissue, interfolded paper towel (12 per pack)	pack	48	Within 30 days from receipt of Notice to Proceed
3	Rags all cotton (12/bundle)	bundle	12	Within 30 days from receipt of Notice to Proceed
4	Trash bag, GPP specs, black, 340mm x 1016mm (per pack)	pack	12	Within 30 days from receipt of Notice to Proceed
5	WASTE BASKET, non-rigid plastic	piece	6	Within 30 days from receipt of Notice to Proceed
6	Sign pen black	piece	12	Within 30 days from receipt of Notice to Proceed
7	Sign pen blue	piece	12	Within 30 days from receipt of Notice to Proceed
8	foldable mini table (hard plastic) 1m x 39.5in (off white)	piece	3	Within 30 days from receipt of Notice to Proceed
9	rectangular cotton cloth solid color door mats/rugs (40x60 cm, thick quality)	piece	24	Within 30 days from receipt of Notice to Proceed
10	5-layer steel boltless heavy duty shelf (black; Dimensions: 1830mm H x 1000mm W x 300 mm D; Sturdy industrial strength steel construction; adjustable)	piece	2	Within 30 days from receipt of Notice to Proceed
11	360° Rotating Head Easy Magic Floor Mop Bucket 2 Head Microfiber Spinning (Complete Set)	set	1	Within 30 days from receipt of Notice to Proceed
12	A3 bond paper GSM 80	ream	4	Within 30 days from receipt of Notice to Proceed
13	multipurpose cleaning bleach	gal	28	Within 30 days from receipt of Notice to Proceed
14	Mask KF94 Face Mask Non-woven Protection Filter 3D Anti-Viral Mask (grey)	piece	500	Within 30 days from receipt of Notice to Proceed
15	plastic flowerpots octagonal white with catch plate (10.5x7")	piece	24	Within 30 days from receipt of Notice to Proceed
16	waterproof trapal with eyelets (Sun and Rain protection/Truck Cover) 12x12feet	piece	2	Within 30 days from receipt of Notice to Proceed
17	Nylon rope no.8 4mm 200 meters per roll	roll	2	Within 30 days from receipt of Notice to Proceed
18	ARCH FILE/ DATA FOLDER TAGLIA LOCK/Lever Archfile A4 (green)	piece	18	Within 30 days from receipt of Notice to Proceed
19	Super Absorbent Microfiber Towel Car Care Wash Clean Auto Detailing Cloth 30x30cm	piece	2	Within 30 days from receipt of Notice to Proceed
DMD Calamian Common Office Supplies and Equipment (Regular Fund)				
1	Detergent Powder 1 kg all-purpose	pack	12	Within 30 days from receipt of Notice to Proceed
2	DISINFECTANT SPRAY, aerosol type (500ml)	can	14	Within 30 days from receipt of Notice to Proceed
3	INSECTICIDE, aerosol type (500ml)	can	14	Within 30 days from receipt of Notice to Proceed
4	CLIP, backfold, 19mm	box	2	Within 30 days from receipt of Notice to Proceed
5	CLIP, backfold, 25mm	box	2	Within 30 days from receipt of Notice to Proceed
6	CLIP, backfold, 32mm	box	2	Within 30 days from receipt of Notice to Proceed
7	CLIP, backfold, 50mm	box	2	Within 30 days from receipt of Notice to Proceed
EZMED Common Office Supplies and Equipment (WMF)				
1	Ink for Brother T310w Black	bot	10	Within 30 days from receipt of Notice to Proceed

2	Ink for Brother T310w Cyan	bot	10	Within 30 days from receipt of Notice to Proceed
3	Ink for Brother T310w Magenta	bot	10	Within 30 days from receipt of Notice to Proceed
4	Ink for Brother T310w yellow	bot	10	Within 30 days from receipt of Notice to Proceed
5	Toner Cartridge, Brother MFC-L3770 CDW Black	cart	3	Within 30 days from receipt of Notice to Proceed
6	Toner Cartridge, Brother MFC-L3770 CDW yellow	cart	3	Within 30 days from receipt of Notice to Proceed
7	Toner Cartridge, Brother MFC-L3770 CDW magenta	cart	3	Within 30 days from receipt of Notice to Proceed
8	Toner Cartridge, Brother MFC-L3770 CDW cyan	cart	3	Within 30 days from receipt of Notice to Proceed
9	Rechargeable Table Fan	unit	2	Within 30 days from receipt of Notice to Proceed
10	Disposable Face Mask, Kf94 (black & white)	box	10	Within 30 days from receipt of Notice to Proceed
11	Nitrile Gloves (S, M, & L)	box	5	Within 30 days from receipt of Notice to Proceed
12	Surgical Gloves (S, M, & L)	box	10	Within 30 days from receipt of Notice to Proceed
13	Logo Paper (A4) PCSDS	ream	10	Within 30 days from receipt of Notice to Proceed
14	Logo Paper (A4) PCSD	ream	10	Within 30 days from receipt of Notice to Proceed
15	Pen holder multipurpose stationery, metal mesh	piece	5	Within 30 days from receipt of Notice to Proceed
16	Glue, all purpose (118ml)	bot	10	Within 30 days from receipt of Notice to Proceed
17	Multifunction Desk lamp with pen holder	piece	2	Within 30 days from receipt of Notice to Proceed
EZMED Common Office Supplies and Equipment (Regular Fund)				
1	CARTOLINA, assorted colors	pack	8	Within 30 days from receipt of Notice to Proceed
2	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	40	Within 30 days from receipt of Notice to Proceed
3	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	40	Within 30 days from receipt of Notice to Proceed
4	TAPE, masking, 24mm	roll	15	Within 30 days from receipt of Notice to Proceed
5	TAPE, MASKING, 48mm	roll	90	Within 30 days from receipt of Notice to Proceed
6	TAPE, packaging, 48mm	roll	50	Within 30 days from receipt of Notice to Proceed
7	TAPE, transparent, 24mm	roll	50	Within 30 days from receipt of Notice to Proceed
8	TAPE, transparent, 48mm	roll	50	Within 30 days from receipt of Notice to Proceed
9	LIGHT BULB, Light Emitting Diode (LED)	piece	5	Within 30 days from receipt of Notice to Proceed
10	RULER, plastic, 450mm	piece	5	Within 30 days from receipt of Notice to Proceed
11	TRASHBAG, GPP specs, black, 940mmx1016mm	pack	5	Within 30 days from receipt of Notice to Proceed
12	FILE ORGANIZER, expanding, plastic, legal	piece	3	Within 30 days from receipt of Notice to Proceed
13	FOLDER, L-type, A4	pack	3	Within 30 days from receipt of Notice to Proceed
14	FOLDER, L-type, legal	pack	3	Within 30 days from receipt of Notice to Proceed
15	INDEX TAB, self-adhesive, transparent	box	3	Within 30 days from receipt of Notice to Proceed

16	MARKER, fluorescent	set	5	Within 30 days from receipt of Notice to Proceed
17	MARKER, whiteboard, black	piece	10	Within 30 days from receipt of Notice to Proceed
18	MARKER, whiteboard, blue	piece	10	Within 30 days from receipt of Notice to Proceed
19	MARKER, permanent, black, bullet type	piece	10	Within 30 days from receipt of Notice to Proceed
20	CUTTER/UTILITY KNIFE, for general purpose	piece	10	Within 30 days from receipt of Notice to Proceed
21	DATER AND STAMPING MACHINE	piece	1	Within 30 days from receipt of Notice to Proceed
22	PENCIL SHARPENER, manual, single cutter head	piece	1	Within 30 days from receipt of Notice to Proceed
23	PUNCHER, paper, heavy duty	piece	1	Within 30 days from receipt of Notice to Proceed
24	STAPLE REMOVER, plier type	piece	2	Within 30 days from receipt of Notice to Proceed
25	MONOBLOC CHAIR, beige	piece	3	Within 30 days from receipt of Notice to Proceed
26	MONOBLOC TABLE, beige	piece	1	Within 30 days from receipt of Notice to Proceed
27	CLEARBOOK, 20 Transparent pockets, Legal	piece	2	Within 30 days from receipt of Notice to Proceed
28	SIGN PEN, black	piece	5	Within 30 days from receipt of Notice to Proceed
29	SIGN PEN, blue	piece	5	Within 30 days from receipt of Notice to Proceed
30	photo paper, inkjet matte 200gsm	pack	4	Within 30 days from receipt of Notice to Proceed
31	Ballpen (black)	box	15	Within 30 days from receipt of Notice to Proceed
32	Ballpen (blue)	box	15	Within 30 days from receipt of Notice to Proceed
33	Battery, CR123A	piece	20	Within 30 days from receipt of Notice to Proceed
34	Disposable transparent gloves	box	2	Within 30 days from receipt of Notice to Proceed
35	Nylon Plastic Cable tie 12" (100pcs/pack)	pack	1	Within 30 days from receipt of Notice to Proceed
36	Nylon Plastic Cable tie 8" (100pcs/pack)	pack	1	Within 30 days from receipt of Notice to Proceed
37	Nylon Plastic Cable tie 4" (100pcs/pack)	pack	1	Within 30 days from receipt of Notice to Proceed
38	Resealable Plastic Storage Bag, 28x40cm, extra heavy duty, (100pcs/pack)	pack	1	Within 30 days from receipt of Notice to Proceed
<i>-nothing follows-</i>				

Technical Specifications

Item	Specification	Statement of Compliance
		<i>[Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]</i>
	AFD Common Office Supplies and Equipment	
1	Roller Correction Tape White, 32M*5MM	
2	ENVELOPE, mailing, white, 70gsm, 100 pcs	
3	Plastic Expandable envelope with divider/pockets	
4	Universal Kraft Clasp Envelope, A4/long Size, 100/box	
5	Paper Trimmer Heavy Duty Wood/metal Base (A3)	
6	L-Type Folder (Clear) 100 pcs long	
7	L-Type Folder (Clear) 100 pcs A4	
8	File System (lever arc) Long, black	
9	Velum 100 A4 (500's)	
10	Morocco Cut A4 (Ream)	
11	Bond Paper Assorted Color A4 (ream)	
12	PVC Cover (Acetate)long Size, 100pcs	
13	PVC Cover (Acetate) A4 Size, 100pcs	
14	RUBBER BAND, 70mm min lay flat length (#18)	
15	CALCULATOR, compact, 12 digits	
16	SIGN PEN, BLACK, liquid/gel ink, 1.0mm needle tip	
17	Sign Pen 0.3mm	
18	Ballpen (Black)	
19	Ballpen (blue)	
20	Ballpen (red)	
21	Japanese/nylon Cord Meduim Size, Cream, 36 Yards	
22	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	
23	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	
24	Battery Button CR2032	
25	9V Battery 1 pc per pack	
26	Cloth / Duct Tape (Silver)	
27	Double Sided Tape 1/2"	
28	Double Sided Tape 1"	
29	Staple Less Stapler	
30	TAPE, ELECTRICAL, 18mm x 16M min	
31	TAPE, PACKAGING, width: 48mm (±1mm)	
32	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	
33	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	

34	Bond Paper, 80 Gsm, 8.5x14	
35	Record Book, 200 Pages	
36	BROOM, soft (tambo)	
37	BROOM, STICK (TING-TING), usable length: 760mm min	
38	CLEANER, TOILET BOWL AND URINAL, 900ml-1000ml cap	
39	CLEANSER, SCOURING POWDER, 350g min./can	
40	DETERGENT BAR, 140 grams as packed	
41	DETERGENT POWDER, all purpose, 1kg	
42	DISINFECTANT SPRAY, aerosol type, 400-550 grams	
43	Multi-Purpose Liquid Disinfectant 100ml	
44	All Purpose Disinfectant Cleaner, Anti-Bacterial, 3.7 L (1gal)	
45	Bleach, 3.7 Liters	
46	INSECTICIDE, aerosol type, net content: 600ml min	
47	ALCOHOL, ethyl, 68%-72%, scented, 3.785 liters	
48	Glass Cleanser Liquid with Spray Pump, 250ml	
49	Plastic Pot with Tray, Green/Maroon (large)	
50	TRASHBAG, small, plastic, transparent, 10pcs/roll	
51	TRASHBAG, Large, plastic, transparent, 10pcs/roll	
52	TRASHBAG, XL, plastic, transparent, 10pcs/roll	
53	Deodorizer, 100 grams	
54	Door Mat (fabric) dark color	
55	RAGS, round, all cotton	
56	disinfecting foot mat	
57	Wall-mounted Bathroom Tissue Dispenser Round Pap (for Jumbo Tissue), metal	
58	Jumbo Roll Tissue, 2 ply, 250 meters	
59	TOILET TISSUE PAPER, 2-ply, 100% recycled (12 rolls)	
60	Automatic Hand Dryer	
61	PHILIPPINE NATIONAL FLAG, 100% polyester	
62	LED Lamp 13W	
63	LED Lamp 12W	
64	LED Lamp 9W	
65	Flash Light (LED, Rechargeable)	
66	Rain Coat (poncho type)	
67	Raincoat Jacket and Pants set	
68	Storage Box 30L Capacity, Grey	
69	Storage Box 95L Capacity	
70	Thermal Paste (4g) (Artic Mx-4 grease cpu)	
71	RJ45 (100 pcs per box)	
72	RJ11 (100 pcs per box)	
73	D60 Electronic Soldering Iron Kit with Temperature Control	
74	Wireless Rechargeable Keyboard and Mouse	
75	Solder Lead, 100g 0.5mm / 0.6mm / 1.0mm 99.7% Sn 0.3% Cu Lead-free Rosin Core Solder Wire with Flux and Low Melting Point for Electric Soldering Iron	
76	HDMI Cables (5M) High Speed HDMI Cable V1.4 3D Full HD 1080P	
77	Mini HDMI to HDMI (Type-A)	
78	Electrical Tape (.16mm x 19mm x 4m)	
79	ACK-E12 Power AC Adaptor for Canon Digital EOS M M2 M10 M50 M100 Cameras	
80	9v Power Supply	
81	USB 3.0 to SATA III Hard Ddrive Adapter	
82	XLR Cables 3ft	
83	RCA to AUX cable 1ft	
84	Punch Down Tool, Spring Loaded	
85	LAN Tester	
86	crimping tool	
87	Electric current tester	
88	KWS-912V USB Boost Cable 5V Step Up to 9V 12V Adjustable Voltage Converter Transformer DC Power	
89	Raincoat (poncho type) (Dark Green)	
90	Raincoat Jacket and Pants set (Black)	
OED Common Office Supplies and Equipment		
1	INSECTICIDE, aerosol type	
2	TISSUE, interfolded paper towel	

3	BATTERY, dry cell, AA, 2 pieces per blister pack	
4	BATTERY, dry cell, AAA, 2 pieces per blister pack	
5	PAPER, multicopy, 80gsm, A4	
6	DISINFECTANT SPRAY, aerosol type, 400-550 grams	
7	PVC Cover A4 Size (100pcs)	
8	PAPER, assorted colored paper, size: 210mm x 297mm(A4)	
9	Double sided tape (9mm)	
10	Plastic Paper Fastener	
11	Arc Lever File	
12	Sign Pen Black (1.0)	
13	Rechargeable Battery AA (4 Pcs per pack)	
14	Rechargeable Battery AAA (4 Pcs per pack)	
15	Portable printer ink set (Epson Workforce WF 100)	
16	USB type C to 3.5 mm Headphone jack adapter DAC Type-C 3.5mm Earphone Adaptor	
17	Wireless Car Charger	
18	Double-sided retractable glass sponge wiper squeegee with long handle adjustable up to 10cm	
19	PRINTER INK BOTTLE, Epson L6190(Black)	
20	Isopropyl Alcohol (330ml, Spray Bottle,Blue)	
21	Car Scent Air Freshener (Little Tree, Strawberry)	
22	Coffee Maker (Espresso Machine)	
23	Seat Cover for Swivel Chair	
24	Vacuum cleaner handheld cordless stick aspirator lightweight	
EMED Common Office Supplies and Equipment (EMES)		
1	KN95 FACE MASK (10's)	
2	Brother BT6000 BK (ink for Brother T700 W printer)	
3	Brother BT5000 M (ink for Brother T700 W printer)	
4	Brother BT5000 Y (ink for Brother T700 W printer)	
5	Brother BT5000 C (ink for Brother T700 W printer)	
6	Epson Ink Bottles Black 003	
7	Epson Ink Bottles Cyan 003	
8	Epson Ink Bottles Yellow 003	
9	Epson Ink Bottles Magenta 003	
10	MOUSE, Wireless, USB	
EMED Common Office Supplies and Equipment (KRM)		
1	INSECTICIDE, aerosol type, net content: 600ml min	
2	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	
3	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	
4	PAPER, Multi-Purpose (COPY) A4, 80 gsm	
5	PAPER, Multi-Purpose (COPY) Legal, 80 gsm	
6	TOILET TISSUE PAPER, 2-ply, 100% recycled	
7	GLUE, all purpose, gross weight: 200 grams min	
8	TAPE, PACKAGING, width: 48mm (±1mm)	
9	MOUSE, WIRELESS, USB (Trackball Logitech M570 Optical Wireless)	
10	DATA FILE BOX, made of chipboard, with closed ends	
11	DATA FOLDER, made of chipboard, taglia lock	
12	MAGAZINE FILE BOX, LARGE size, made of chipboard	
13	MARKER, whiteboard, black, felt tip, bullet type, box	
14	MARKER, whiteboard, blue, felt tip, bullet type, box	
15	MARKER, PERMANENT, bullet type, black, box	
16	MARKER, PERMANENT, bullet type, blue, box	
17	MARKER, PERMANENT, bullet type, red, box	
18	PAPER CLIP, vinyl/plastic coat, length: 50mm min	
19	INK CART, EPSON C13T664100 (T6641), Black	
20	INK CART, EPSON C13T664200 (T6642), Cyan	
21	INK CART, EPSON C13T664300 (T6643), Magenta	
22	INK CART, EPSON C13T664400 (T6644), Yellow	
23	CLEARBOOK, 20 transparent pockets, for A4 size	
24	CLEARBOOK, 20 transparent pockets, for LEGAL size	
25	INK CART, EPSON L6170, Black	
26	INK CART, EPSON L6170, Magenta	
27	INK CART, EPSON L6170, Cyan	
28	INK CART, EPSON L6170, Yellow	
29	Brother DCP-T310 Ink - C-BT5000 M	
30	Brother DCP-T310 Ink - C-BT5000 Y	

31	Brother DCP-T310 Ink - C-BTD60 BK	
32	Brother DCP-T310 Ink - C-BT5000 C	
EPRPD Common Office Supplies and Equipment (RMPD)		
1	FILE SYSTEM (LEVER ARC) Legal	
2	FLOOR RAGS, Rectangle	
3	Ink for Epson WorkForce WF-100 (black and color pigment)	
4	LETTERHEAD, A4	
5	LETTERHEAD, Legal	
6	STORAGE BOX, 40L	
EPRPD Common Office Supplies and Equipment (ECAN Zoning)		
1	ALCOHOL, isopropyl, 68% - 72% , 500ml (-5ml)	
2	BALLPEN (black), 50 pcs in bundle	
3	BALLPEN (blue), 50 pcs in bundle	
4	AIR HUMIDIFIER	
5	CUTTER/UTILITY KNIFE, for general purpose	
6	DATA FILE BOX, made of chipboard, with closed ends, Legal	
7	DATING AND STAMPING MACHINE	
8	FINGERTIP PULSE OXIMETER	
9	FOLDER, FANCY, for A4 size documents (50 pieces per bundle)	
10	FOLDER, FANCY, for legal size documents (50 pieces per bundle)	
11	FOLDER, L-type, plastic, A4, 50 pieces pack (Blue, Black, Yellow or Green only)	
12	FOLDER, L-type, plastic, Legal size, 50 pieces per pack (Blue, Black, Yellow or Green only)	
13	FOLDER, Morocco (A4 size), No Slide	
14	FOLDER, Morocco (8.5 x 13), No Slide	
15	FOLDER, Morocco (A4 size), With Slide	
16	FOLDER, Morocco (8.5 x 13), With Slide	
17	FOLDER, Ordinary (A4 size), No Slide	
18	FOLDER, Ordinary (8.5 x 13), No Slide	
19	FOLDER, Plastic (A4 size)	
20	FOLDER, Plastic (8.5 x 13)	
21	FOLDER, Pressboard/Expanding, Legal size	
22	FOLDER, Tagboard, A4, 100 pieces per pack	
23	FOLDER, Tagboard, Legal size, 100 pieces per pack	
24	MULTI-INSECT KILLER, 600mL	
25	PAPER CLIP, vinyl/plastic coat, length: 50mm min	
26	PENCIL, lead, w/ eraser, wood cased, hardness: HB (1 dozen/box)	
27	CLIP, backfold (6mm or ~1/4 inch) 12 pieces/ box	
28	CLIP, backfold (75mm or ~3 inches) 12 pieces/box	
29	COLORED PENS, 8 colors, pack	
30	ENVELOPE, Catalog string kraft (legal size)	
31	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size doc (100 pieces per box)	
32	FILE ORGANIZER, ACCORDION, Long, 12 pockets	
33	FOLDER DIVIDER / SEPARATOR, 8.5 x 13, 5 sets per pack	
34	FOLDER DIVIDER / SEPARATOR, A4, 5 sets per pack	
35	INDEX CARD, 5"x8", 50s/pack	
36	MARKER, permanent, broad type, black	
37	MARKER, permanent, bullet type, blue	
38	RING BINDER, plastic, 25 mm	
39	SHARPENER, Metal, Portable	
40	SIGN PEN (1.0 mm Black)	
41	SIGN PEN (1.0 mm Blue)	
42	STAPLER with built-in remover (standard size)	
43	TAPE, Double Sided, 1 inch	
44	TAPE, electrical	
45	TAPE FLAG ARROW, .47"X1.73" 20'Sx8 Flag Arrow W/Print (Sign Here, Important, Urgent)	
46	TAPE, packaging, 48mm	
47	WIPES, Multi-purpose, Compostable, Made from bamboo, 110 wipes	
48	MANILA PAPER (5 pieces/pack)	
49	NOTE/POST-IT PAD, stick-on (0.5"x3")	

50	Notebook, Stenographer, spiral 40L w/ horizontal & vertical ruling	
51	Notepad, Stick on, 76mm x 100mm (3"x4") min	
52	PAPER, Multicopy (A4 size), 80gsm, size: 210mm x 297mm	
53	PAPER, Multicopy (Legal size), 80gsm, size: 216mm x 330mm	
54	SPECIALTY PAPER, A4, (same color as letterhead), 110GSM, 10 pc per pack	
55	SPECIALTY PAPER, Legal, (same color as letterhead), 110GSM, 10 pc per pack	
56	TOILET TISSUE PAPER 3-ply sheets, 400 pulls, 12 rolls per pack	
57	DISINFECTANT SPRAY, aerosol type, 400-550 grams	
58	LAMP, LED Desk Lamp, Dimmable Office Lamp with Adjustable Arm	
59	PORTABLE EMERGENCY LIGHT, Rechargeable, two-level brightness	
60	Battery, Rechargeable, AA (4 pieces per pack)	
61	ELECTRIC FAN, stand type	
62	ELECTRIC FAN, emergency rechargeable table fan with night light (pink color)	
63	ELECTRIC FAN, emergency rechargeable table fan with night light (white color)	
64	PRINTER DRUM KIT, for DEVELOP Ineo+, Black ink (Drum DR512)	
65	TONER FOR PHOTOCOPIER/PRINTER, Samsung Xpress, JC68-03468A01, multi-color: • Cyan (C404S) • Magenta (M404S) • Yellow (Y404S) • Black (K404S)	
66	MOUSE, pebble modern, slim, and silent Bluetooth/wireless, rechargeable	
67	NOISE CANCELLING HEADPHONES, with mic	
68	External Hard Drive (2TB)	
69	Flash Drive, 16gb USB 2.0	
70	Flash Drive, 32gb, USB 2.0	
71	HDMI Cable, 3 meters in length, male-to-male cable	
72	Memory Card, SD, 64gb, with adapter	
73	FACE MASK (KF94, disposable, 4 layer nonwoven protection filter 3D antiviral, assorted colors) 10 pcs per pack	
74	BINDING AND PUNCHING MACHINE, Legal size	
EEED Common Office Supplies and Materials (Regular Fund)		
1	Liquid hand sanitizer, 500ml	
2	Protector Multi Insect Killer 500ML/300ML - Long Lasting Protection All Purpose Insect Killer	
3	Bathroom Deodorizing	
4	PAPER, MULTICOPY, A4, 80GSM	
5	PAPER, MULTICOPY, LEGAL, 80GSM	
6	PAPER, MULTI-PURPOSE, A4, 70GSM	
7	PAPER, MULTI-PURPOSE, LEGAL, 70GSM	
8	TOILET TISSUE PAPER, 2-PLY, 100% RECYCLED	
9	BATTERY, DRY CELL, SIZE AA	
10	BATTERY, DRY CELL, SIZE AAA	
11	THERMO GUN	
12	AIR FRESHENER, AEROSOL TYPE	
13	BROOM, SOFT, TAMBO	
14	CLEANER, TOILET AND URINAL	
15	DETERGENT POWDER, ALL-PURPOSE, 1KG	
16	DISENFECTANT, AEROSOL TYPE	
17	LIQUID HAND SOAP, 500ML	
18	FURNITURE CLEANER, AEROSOL TYPE	
19	TRASHBAG, GPP SPECS, BLACK, 940MMX1016MM	
20	DUST PAN, NON-RIGID PLASTIC	
21	FLASH DRIVE, 16TB	
22	FILE ORGANIZER, EXPANDING, PLASTIC LEGAL	

23	FOLDER, L-TYPE, A4	
24	FOLDER, L-TYPE, LEGAL	
25	MARKER, WHITEBOARD, BLACK	
26	MARKER, WHITEBOARD, BLUE	
27	MARKER, WHITEBOARD, RED	
28	PAPER CLIP, VINYL/PLASTIC COATED, 33MM	
29	PAPER CLIP, VINYL/PLASTIC COATED, 50MM	
30	PENCIL, LEAD, WITH ERASER	
31	BLADE, FOR GENERAL PURPOSE CUTTER/UTILITY KNIFE	
32	PENCIL SHARPENER, MANUAL, SINGLE CUTTER HEAD	
33	INK CATRIDGE, HP L0S63AA (hp955XL) CYAN	
34	INK CATRIDGE, HP L0S63AA (hp955XL) MAGENTA	
35	INK CATRIDGE, HP L0S63AA (hp955XL) YELLOW	
36	INK CATRIDGE, HP L0S63AA (hp955XL) BLACK	
37	SIGN PEN, BLACK .7	
38	KONICA MINOLTA A0V306F YELLOW HIGH YIELD LASER TONER CARTRIDGE MAGICOLOR 1600W,16550EN, 1680MF, 1690MF	
39	KONICA MINOLTA A0V306F MAGENTA HIGH YIELD LASER TONER CARTRIDGE MAGICOLOR 1600W,16550EN, 1680MF, 1690MF	
40	KONICA MINOLTA A0V306F BLACK HIGH YIELD LASER TONER CARTRIDGE MAGICOLOR 1600W,16550EN, 1680MF, 1690MF	
41	KONICA MINOLTA A0V306F CYAN HIGH YIELD LASER TONER CARTRIDGE MAGICOLOR 1600W,16550EN, 1680MF, 1690MF	
42	HP OFFICEJET PRO 7740-HP 952XL BLACK HIGH YIELD ORIGINAL INK CARTRIDGE (F6U19AN)	
43	HP OFFICEJET PRO 7740-HP 952XL CYAN HIGH YIELD ORIGINAL INK CARTRIDGE (L0S61AN)	
44	HP OFFICEJET PRO 7740-HP 952XL MAGENTA HIGH YIELD ORIGINAL INK CARTRIDGE (L0S64AN)	
45	HP OFFICEJET PRO 7740-HP 952XL YELLOW HIGH YIELD ORIGINAL INK CARTRIDGE (L0S67AN)	
46	SPECIAL PAPER FOR CERTIFICATES	
47	HIGHLIGHTER	
48	PHOTO PAPER	
49	DOUBLE SIDED TAPE	
50	LIFE VEST /LIFE JACKET (FOR EMERGENCY PURPOSE - FOR TRAVEL)	
51	WATER DESPENSER (PSDTI)	
52	15.6-inch new computer bag computer bag laptop shoulders business laptop bag men and women	
53	Outdoor Travel Portable Mini Portable First Aid Kits Medical Small Medicine Box Medicine Dispensing Bag Storage Bag First-Aid Kit	
54	FUJIFILM Fuji camera bag XT200 XT30 T10 XE3 XA7 A5 A3 XE4 XT4 XS10 holster base	
55	FUJIFILM Fuji camera bag XT200 XT30 T10 XE3 XA7 A5 A3 XE4 XT4 XS10 holster base	
DMO South Common Office Supplies and Equipment (Regular Fund)		
1	LOGO PAPER (PCSDS) A4	
2	PENCIL, lead, with eraser	
3	RUBBER BAND, No. 18	
4	STAMP PAD, felt	
5	DATING AND STAMPING MACHINE	
6	PENCIL SHARPENER, manual, single cutter head	
7	PUNCHER, paper, heavy duty	
8	SCISSORS, symmetrical	
9	STAPLER, standard type	
10	TAPE DISPENSER, table top	
11	PHILIPPINE NATIONAL FLAG	
12	HANDBOOK (RA 9184), 8th edition	

13	FIRE EXTINGUISHER, dry chemical	
14	CLEARBOOK, 20 Transparent pockets, Legal	
15	SIGN PEN, black	
16	Ink EPSON L6170 (001 Sets of Cyan, Magenta, Yellow and Black)	
17	Ink for EPSON L565 (664 sets of Cyan, Magenta, Yellow and Black)	
18	Flash Drive 32gb	
19	Adjustable portable laptop stand	
20	Lever arcfile	
21	Folder Ordinary (long)	
22	Folder Ordinary (A4)	
23	Ballpen (Black)	
24	Mega Box 20L	
25	50 pcs in a box, Face-lifting Butterfly Mask More Effectively Protect The Nasal Cavity Face Mask	
26	Ready Stock Ultra Slim USB Hub 4-port USB 2.0 hub Black White High Quality DRP	
27	Rolled tissue (12 rolls in a pack)	
28	Alcohol 70% Isoprophyl	
DMD South Common Office Supplies and Equipment (WMF)		
1	Cartridge for Hp Laserjet Pro MFP M428fdn	
2	Expanding Envelope	
3	Long Folder	
sDMD North Common Office Supplies and Equipment (Regular Fund)		
1	INSECTICIDE, aerosol type	
2	ALCOHOL, ethyl, 70%, 1 Gallon	
3	CARTOLINA, assorted colors/roll	
4	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	
5	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	
6	NOTE PAD, stick on, 3" x 3"	
7	PAPER, MULTICOPY, A4, 80 gsm/ream	
8	TOILET TISSUE PAPER, 2-ply, 100% recycled/pack (12 rolls)	
9	TOILET TISSUE PAPER, Interfolded Paper Towel (175 Pulls)	
10	BATTERY, dry Cell, size AA 48pcs/box BLACK	
11	BATTERY, dry Cell, size AAA 40pcs/box BLACK	
12	GLUE, all purpose (1010 grams)	
13	STAPLE WIRE, standard #35/box	
14	TAPE, electrical 16m	
15	TAPE, masking, 24mm	
16	TAPE, packaging, 48mmx30m	
17	TAPE, transparent, 24mmx22m	
18	TAPE, transparent, 48mmx30m	
19	LIGHT BULB, Light Emitting Diode (LED) 12 watts	
20	AIR FRESHENER, aerosol type	
21	BROOM, soft, tambo	
22	BROOM, stick, ting-ting	
23	CLEANER, toilet and urinal (880ml)	
24	CLEANSER, scouring powder (350g)	
25	DETERGENT BAR, 400g	
26	DETERGENT POWDER, all-purpose, 1100g	
27	DUST PAN, non-rigid plastic	
28	LIQUID HAND SOAP, 500mL	
29	FURNITURE CLEANER, aerosol type	
30	TRASHBAG, GPP specs, black, 940mmx1016mm/roll	
31	Rags, rectangular size (SIZE: W-48cm H-35cm)	
32	CLIP, backfold, 19mm/box	
33	CLIP, backfold, 25mm/box	
34	CLIP, backfold, 32mm/box	
35	CLIP, backfold, 50mm/box	
36	CORRECTION TAPE, 8m/piece	
37	ENVELOPE, expanding, kraft, legal/piece	
38	FASTENER, metal, non-sharp edges/box	
39	FOLDER, with tab, legal/piece	
40	INDEX TAB, self-adhesive, transparent/pack	
41	MAGAZINE FILE BOX, large	
44	MARKER, fluorescent/set	

45	MARKER, permanent, black, bullet type/piece	
46	PAPER CLIP, vinyl/plastic coated, 33mm/box	
47	PAPER CLIP, vinyl/plastic coated, 50mm	
48	CUTTER/UTILITY KNIFE, for general purpose	
49	PENCIL SHARPENER, manual, single cutter head	
50	SCISSORS, symmetrical	
51	STAPLER, standard type	
52	CLEARBOOK, 20 Transparent pockets, Legal	
53	Ordinary Black Ballpen, (50pcs/Box)	
54	Index Card per pack 500 pcs. (SIZE: 1/2)	
55	File Separator Card per set 12 pcs (SIZE: A4)	
56	Expanding Folder per piece (SIZE: Legal)	
57	Disposable Facemask, 3 ply (50pcs/Box) Black	
DMD Calamian Common Office Supplies and Equipment (WMF)		
1	Toilet tissue paper 2-ply, 100% recycled (12 per pack)	
2	Tissue, interfolded paper towel (12 per pack)	
3	Rags all cotton (12/bundle)	
4	Trash bag, GPP specs, black, 340mm x 1016mm (per pack)	
5	WASTE BASKET, non-rigid plastic	
6	Sign pen black	
7	Sign pen blue	
8	foldable mini table (hard plastic) 1m x 39.5in (off white)	
9	rectangular cotton cloth solid color door mats/rugs (40x60 cm, thick quality)	
10	5-layer steel boltless heavy duty shelf (black; Dimensions: 1830mm H x 1000mm W x 300 mm D; Sturdy industrial strength steel construction; adjustable)	
11	360° Rotating Head Easy Magic Floor Mop Bucket 2 Head Microfiber Spinning (Complete Set)	
12	A3 bond paper GSM 80	
13	multipurpose cleaning bleach	
14	Mask KF94 Face Mask Non-woven Protection Filter 3D Anti-Viral Mask (grey)	
15	plastic flowerpots octagonal white with catch plate (10.5x7")	
16	waterproof trapaal with eyelets (SunandRain protection/Truck Cover) 12x12feet	
17	Nylon rope no.8 4mm 200 meters per roll	
18	ARCH FILE/ DATA FOLDER TAGLIA LOCK/Lever Archfile A4 (green)	
19	Super Absorbent Microfiber Towel Car Care Wash Clean Auto Detailing Cloth 30x30cm	
EZMED Common Office Supplies and Equipment (WMF)		
1	Ink for Brother T310w Black	
2	Ink for Brother T310w Cyan	
3	Ink for Brother T310w Magenta	
4	Ink for Brother T310w yellow	
5	Toner Cart, Brother MFC-L3770 CDW Black	
6	Toner Cart, Brother MFC-L3770 CDW yellow	
7	Toner Cart, Brother MFC-L3770 CDW magenta	
8	Toner Cart, Brother MFC-L3770 CDW cyan	
9	Rechargeable Table Fan	
10	Disposable Face Mask, KF94 (black & white)	
11	Nitrile Gloves (S, M, & L)	
12	Surgical Gloves (S, M, & L)	
13	Logo Paper (A4) PCSDS	
14	Logo Paper (A4) PCSD	
15	Pen holder multipurpose stationery, metal mesh	
16	Glue, all purpose (118ml)	
17	Multifunction Desk lamp with pen holder	

EZMED Common Office Supplies and Equipment (Regular Fund)		
1	CARTOLINA, assorted colors	
2	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	
3	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	
4	TAPE, masking, 24mm	
5	TAPE, MASKING, 48mm	
6	TAPE, packaging, 48mm	
7	TAPE, transparent, 24mm	
8	TAPE, transparent, 48mm	
9	LIGHT BULB, Light Emitting Diode (LED)	
10	RULER, plastic, 450mm	
11	TRASHBAG, GPP specs, black, 940mmx1016mm	
12	FILE ORGANIZER, expanding, plastic, legal	
13	FOLDER, L-type, A4	
14	FOLDER, L-type, legal	
15	INDEX TAB, self-adhesive, transparent	
16	MARKER, fluorescent	
17	MARKER, whiteboard, black	
18	MARKER, whiteboard, blue	
19	MARKER, permanent, black, bullet type	
20	CUTTER/UTILITY KNIFE, for general purpose	
21	DATING AND STAMPING MACHINE	
22	PENCIL SHARPENER, manual, single cutter head	
23	PUNCHER, paper, heavy duty	
24	STAPLE REMOVER, plier type	
25	MONOBLOC CHAIR, beige	
26	MONOBLOC TABLE, beige	
27	CLEARBOOK, 20 Transparent pockets, Legal	
28	SIGN PEN, black	
29	SIGN PEN, blue	
30	photo paper, inkjet matte 200gsm	
31	Ballpen (black)	
32	Ballpen (blue)	
33	Battery, CR123A	
34	Disposable transparent gloves	
35	Nylon Plastic Cable tie 12" (100pcs/pack)	
36	Nylon Plastic Cable tie 8" (100pcs/pack)	
37	Nylon Plastic Cable tie 4" (100pcs/pack)	
38	Resealable Plastic Storage Bag, 28x40cm, extra heavy duty, (100pcs/pack)	
<i>-nothing follows-</i>		

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class "A" Documents

Legal Documents

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages);
or
- (b) Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document,
and
- (c) Mayor's or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas;
and
- (d) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

Technical Documents

- (e) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; **and** Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents; **and**
- (f) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission;
or
Original copy of Notarized Bid Securing Declaration; **and**
- (g) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**
- (h) Original duly signed Omnibus Sworn Statement (OSS);
and if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.
- (i) BIR Certificate of Registration.

Financial Documents

- (j) The Supplier's audited financial statements, showing, among others, the Supplier's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission; **and**
- (k) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC);
or
A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

Class "B" Documents

- (m) If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence;
or
duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

Other documentary requirements under RA No. 9184 (as applicable)

- (n) *[For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos]* Certification from the relevant government office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product.
- (o) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

FINANCIAL COMPONENT ENVELOPE

- (a) Original of duly signed and accomplished Financial Bid Form; **and**
- (b) Original of duly signed and accomplished Price Schedule(s).