



INVITATION TO BID FOR ***SUPPLY AND DELIVERY OF OFFICE SUPPLIES***

- The *Far North Luzon General Hospital and Training Center*, through the *National Expenditure Program 2024* intends to apply the sum of *One Million One Hundred Sixty-Six Thousand Eight Hundred Pesos (Php1,166,800.00)* being the ABC to payments under the contract for *Supply and Delivery of Office Supplies / IB No. 2024-01-005-G*. Bids received in excess of the ABC shall be automatically rejected at bid opening.

Line Item Procurement:

Item No.	Unit	Item Description	QTY	Unit Cost	Total Cost
1	pc	Ballpen - Blue	2000	10.00	20,000.00
2	pc	Ballpen - Black	2000	10.00	20,000.00
3	pc	Battery AA	50	100.00	5,000.00
4	pc	Battery AAA	40	100.00	4,000.00
5	pc	Battery size C (medium)	100	40.00	4,000.00
6	box	Binder Clip 1"	100	50.00	5,000.00
7	box	Binder Clip 1 1/4"	100	30.00	3,000.00
8	ream	Bristol Board A4	100	280.00	28,000.00
9	ream	Bristol Board-Long White	100	280.00	28,000.00
10	pc	Brown Envelope size: 14x17	500	10.00	5,000.00
11	Unit	Calculator - Tilt display, 12 digit heavy duty, extra big display, desk calculator	30	1,200.00	36,000.00
12	ream	Carbon Paper	10	160.00	1,600.00
13	pc	Circular Rings/Hinge Rings - 2 inches	500	5.00	2,500.00
14	pc	Circular Rings/Hinge Rings - 3 inches	500	7.00	3,500.00
15	book	Clear Book - LONG	50	135.00	6,750.00
16	ream	Copy Paper-A3	10	300.00	3,000.00
17	ream	Copy Paper-A4	2000	250.00	500,000.00
18	ream	Copy Paper-Legal	300	270.00	81,000.00
19	pc	Correction Tape	300	40.00	12,000.00
20	pc	Cutter Knife - heavy duty	50	100.00	5,000.00
21	pc	Double-sided tape (1-inch) heavy duty	50	30.00	1,500.00
22	pc	Duct tape (2-inch wide / 50-yard length)	50	150.00	7,500.00
23	pc	CD RW 700Mb	100	40.00	4,000.00
24	pc	DVD R 4.7Gb	100	50.00	5,000.00
25	pc	Envelop-Long (brown)	200	10.00	2,000.00
26	pc	Envelop-A4 (brown)	200	8.00	1,600.00
27	bot	Epson Ink 003-black	100	380.00	38,000.00
28	bot	Epson Ink 003-Cyan	50	380.00	19,000.00
29	bot	Epson Ink 003-Magenta	50	380.00	19,000.00
30	bot	Epson Ink 003-Yellow	50	380.00	19,000.00
31	bot	Epson Ink 664-Black	100	380.00	38,000.00
32	bot	Epson ink 001-Black (for EPSON L14150)	10	380.00	3,800.00
33	bot	Epson ink 001-Cyan (for EPSON L14150)	5	380.00	1,900.00
34	bot	Epson ink 001-Magenta (for EPSON L14150)	5	380.00	1,900.00
35	bot	Epson ink 001-Yellow (for EPSON L14150)	5	380.00	1,900.00
36	pc	Expandable folder-Green	500	20.00	10,000.00
37	pc	Expandable folder-White	500	20.00	10,000.00
38	pc	File Box	100	90.00	9,000.00
39	pc	Folder-A4	200	6.00	1,200.00





Republic of the Philippines
Department of Health
FAR NORTH LUZON GENERAL HOSPITAL AND TRAINING CENTER
Quirino, Luna, Apayao



40	pc	Glue (multipurpose glue) 130g	100	80.00	8,000.00
41	book	Logbook 300 pages	60	55.00	3,300.00
42	book	Logbook 500 pages	50	75.00	3,750.00
43	pc	Mailing envelope	2000	3.00	6,000.00
44	pc	Notebook (Steno notebook) 50 leaves	200	50.00	10,000.00
45	pc	Packing Tape - 2 inch wide	100	40.00	4,000.00
46	box	Paper Clip 50mm	50	35.00	1,750.00
47	box	Paper Clip 33mm	50	25.00	1,250.00
48	box	Paper Fastener (coated) by 50's	100	60.00	6,000.00
49	box	Paper Fastener LONG (coated) by 50's	100	80.00	8,000.00
50	pcs	Pencil - M.No 2	100	15.00	1,500.00
51	pcs	Pencil Sharpener (table top) stainless steel	15	400.00	6,000.00
52	pc	Permanent Marker	250	60.00	15,000.00
53	pc	Puncher	20	250.00	5,000.00
54	pc	Ruler	20	30.00	600.00
55	pair	Scissor	50	80.00	4,000.00
56	pc	Scotch Tape - 1 inch (large)	1000	30.00	30,000.00
57	pc	Sign pen - V5 Hi-techpoint (roller ballpoint)	100	90.00	9,000.00
58	box	Staple Wire #35	200	50.00	10,000.00
59	pc	Stapler with remover - heavy duty (minimum of 25 sheets capacity)	100	200.00	20,000.00
60	pc	Stamp Pad	50	50.00	2,500.00
61	pc	Sticky note - 3 x 3	100	40.00	4,000.00
62	pc	Sticky note ("sign here)	100	20.00	2,000.00
63	pc	Tape Dispenser - Big	20	350.00	7,000.00
64	pc	White Board Marker	50	50.00	2,500.00
65	pc	Stamp Pad Ink	10	50.00	500.00
66	pc	Arch File 2 rings (thick cover) - A4 / Long size	100	150.00	15,000.00
67	pc	USB / Flashdrive 32GB	25	500.00	12,500.00

2. The ***Far North Luzon General Hospital and Training Center*** now invites bids for the above Procurement Project. Delivery of the Goods is required by ***30 Calendar days upon receipt of NTP***. Bidders should have completed, within ***Two (2) years*** from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary "*pass/fail*" criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
 - a. Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.
4. Prospective Bidders may obtain further information from ***Far North Luzon General Hospital & Training Center, Procurement Office- Administrative Building*** and inspect the Bidding Documents at the address given below during ***Monday – Friday 8:00AM – 5:00PM***.



5. A complete set of Bidding Documents may be acquired by interested Bidders on **November 23, 2023- December 18, 2023** from the given address and website(s) below upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Five Thousand Pesos (Php5,000.00)**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person, by facsimile, or through electronic means.
6. The **FNLGHTC** will hold a Pre-Bid Conference¹ on **December 4, 2023, 10:00 am** at **FNLGHTC, DAD's Hall – Administrative Building** which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, on or before **December 18, 2023, 9:50 am**. Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
9. Bid opening shall be on **December 18, 2023, 10:00 am**. at the given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The **Far North Luzon General Hospital and Training Center** 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 Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:
[JULIET A. CABRERA]
[PROCUREMENT OFFICE]
[FAR NORTH LUZON GENERAL HOSPITAL & TRAINING CENTER, QUIRINO LUNA, APAYAO]
[julietcabrera30@yahoo.com]
[0918-9065148]
12. You may visit the following websites:

For downloading of Bidding Documents: <https://fnlghtc.doh.gov.ph/>

November 23, 2023


FELIPE R. AGBISIT, MD, FPSMS, MHA
BAC CHAIRPERSON

¹ May be deleted in case the ABC is less than One Million Pesos (PhP1,000,000) where the Procuring Entity may not hold a Pre-Bid Conference.