



Republic of the Philippines
PROVINCE OF DAVAO ORIENTAL
Municipality of Manay

INVITATION TO BID FOR
Procurement of OFFICE SUPPLIES

The *Municipality of Manay*, through the General Fund intends to apply the sum of

- a. Three Hundred Thirty Thousand Pesos being the approved Budget for the Procurement of Office Supplies.
- b. Bids received in excess of the ABC shall be automatically rejected at bid opening.

The *Municipality of Manay* now invites bids for the contract of procurement of office supplies of *Manay, Davao Oriental under Purchase Request No. 101-2015-09-0490*. Delivery of the Goods is required 10 to 15 days from receipt of P O. The description of an eligible bidder is contained in the Bidding Documents, particularly, in **Section II. Instructions to Bidders**.

40	pcs	Expanded Folder Long Colored
40	pcs	HBW 2000 Ballpen
40	pcs	Spiral notebook
93	pcs	Neon Cartolina Assorted
83	pcs	Manila Paper
31	pcs	Pentel pen black
10	pcs	Whiteboard Marker Black
15	pcs	Scissors 7"
11	rolls	Masking tape 1"
2	pc	Internal Memory 500 gb Sata
2	pc	External Portable Hard Drive 2TB
10	pcs	USB 8gb
10	pcs	USB 16GB
10	pcs	Computer Ink Black MP 287
10	pcs	Computer ink color canon MP287
35	rms	Bookpaper Long
24	rolls	Toilet Paper
1	gal	Muriatic Acid
12	pcs	Albatross
14	bot	Alcohol
6	packs	Racumin
3	pcs	Jansport Backpack
120	pcs	Clay
200	pcs	Folder long

35	pcs	Elmer's glue big
30	pcs	Colored Chalk
200	pcs	Cartolina asstd
50	pcs	Fiber Castell Ballpen
90	pcs	Mongol #2
12	pcs	Note sticker
6	pcs	Filer
12	pcs	Dong-A metal ballpen .07
1	pc	Muriatic Acid
12	bot	Liquid Soap
12	pcs	Albatross
12	rolls	Toilet Paper
6	bot	Alcohol
12	pcs	Drinking Glass
1	pc	Emergency Light Chargeable
2	pcs	Megabox 120liters
2	pcs	Doorknob
4	pcs	Doormat
2	pcs	Toiletmat
10	pcs	Record Book
6	rolls	Plastic Tape
6	rolls	Masking Tape
2	box	Binder Clip Big
100	pcs	Clearbook
12	pads	Note sticker
6	pcs	Stabilo yellow green
1	pc	Stapler heavy duty
1	pc	Puncher heavy duty
1	pc	Whiteboard Cartolina size
1	rm	Photopaper
6	pcs	Filer Big
2	pcs	Canon PG810
2	pcs	Canon CL 811 Colored
1	pc	Toner Pagepro 1590MF
1	pc	Pagpro 1590MF Drum
2	bot	Epson L300 T6641 black
2	bot	Epson L300 T6642 Cyan
2	bot	Epson L300 T6643 Magenta
2	bot	Epson L300 T6644 Yellow
8	pcs	Alcohol Ethyl
10	pcs	Floorwax red
100	pcs	Folder long
20	rms	Bondpaper Long
20	rms	Bondpaper short
5	doz	Gel ink Pen black
24	pcs	Whiteboard marker black
100	pcs	Expandable envelope long

190	pcs	Black ballpen
1	pc	Puncher
1	pc	Stamp pad ink black
1	pc	Stamp pad ink blue
5	pcs	Record Book
5	pcs	HP678 Tricolor
5	pcs	HP678 Black
1	unit	Honda UMK 135T Mower 4 stroke
1	unit	Wheelbarrow
2	pcs	Fabricated Caret
2	pcs	Rattan Basket
2	pcs	Toner Cartridge HP#285A
4	pcs	Flash Drive 16 GB
24	pcs	Alcohol
8	pcs	Stapler heavy duty

3	pcs	Epson T6641 Black
2	pcs	Epson T6642 Cyan
2	pcs	Epson T6643 Magenta
2	pcs	Epson T6644 Yellow
2	pc	Epson L120 Printer
1	pc	Flashlight
3	pcs	Flags large
1	pc	Polisher
2	pcs	XL Kawa
24	pcs	Monoblock Chairs
90	pcs	Spiral notebook 40's
90	pcs	Envelope Long

1	pcs	KM Toner
1	unit	HP ink advantage 1515 3 in 1 printer
1	pcs	UPS
1	pcs	External Drive 1TB
5	pcs	Black computer ink MP258
5	pcs	color computer ink MP258
3	pc	Riso Ink
3	roll	Riso Master
1	box	Carbon paper long plastofoil
25	rms	Bookpaper short

Bidding will be conducted through open competitive bidding procedures using a non-discretionary “pass/fail” criterion as specified in the Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the “Government Procurement Reform Act”.

- (i) 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 5183 and subject to Commonwealth Act 138.

Interested bidders may obtain further information from BAC Chairman Office, *Municipality of Manay* and inspect the Bidding Documents at the address given below during *8:00 am to 5:00 pm*.

Bids must be delivered to the address below on or before **October 8, 2015 at 5:00 pm**. All Bids must be accompanied by a **bid security** in any of the acceptable forms and in the amount stated in **ITB**.

Bid opening shall be on **October 9, 2015 at 10:00 o'clock in the morning** at the *Mayor Conference Hall*. Bids will be opened in the presence of the Bidders’ representatives who choose to attend at the address below. Late bids shall not be accepted.

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

For further information, please refer to:

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SGD. JAN MAE D. LLAVORE
BAC Chairman

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