



Republic of the Philippines
Department of Education
REGION IX

SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

INVITATION TO BID

SUPPLY AND DELIVERY OF VARIOUS OFFICE SUPPLIES FOR THE ACTIVITIES OF ALTERNATIVE LEARNING SYSTEM (ALS) PROGRAM

1. The Schools Division of Zamboanga del Norte, through SUB-ARO RO-9-ZN-22-08-0524, intends to apply the sum of Nine Hundred Thirty-Three Thousand Seven Hundred Pesos & 00/100, Philippine Currency, (PhP 933,700.00) being the ABC to payments under the contract for Supply and Delivery of Various Office Supplies for the Activities of Alternative Learning System (ALS) Program with project Identification No. **2022-54CBZN** for the items:

| No. | Unit | Item Description | Quantity | Est. Unit Cost | Total Cost |
|-------|--------|---|----------|------------------------------|------------|
| 1 | ream | BOND PAPER Specs: A4 size, 70 gsm | 620 | 250.00 | 155,000.00 |
| 2 | ream | HIGH QUALITY AND ELEGANT CERTIFICATE PAPER Specs: Short size, cornfield cream, 500 sheets per ream, printable and can be written on | 135 | 1,100.00 | 148,500.00 |
| 3 | piece | USB FLASH DRIVE Specs: 64GB, OTG Type C, 3.0 Speed | 10 | 1,100.00 | 11,000.00 |
| 4 | bottle | PRINTER INK Specs: EPSON Ink 003, color black | 405 | 400.00 | 162,000.00 |
| 5 | bottle | PRINTER INK Specs: EPSON Ink 003, color yellow | 270 | 400.00 | 108,000.00 |
| 6 | bottle | PRINTER INK Specs: EPSON Ink 003, color magenta | 270 | 400.00 | 108,000.00 |
| 7 | bottle | PRINTER INK Specs: EPSON Ink 003, color cyan | 270 | 400.00 | 108,000.00 |
| 8 | box | BALLPEN Specs: Color Black, 0.7mm, 1 dozen per box | 135 | 110.00 | 14,850.00 |
| 9 | box | PENCIL Specs: No. 1, 1 dozen per box | 135 | 110.00 | 14,850.00 |
| 10 | piece | STAPLER Specs: with stapler remover, durable | 135 | 400.00 | 54,000.00 |
| 11 | box | STAPLER WIRE Specs: No. 35mm | 135 | 100.00 | 13,500.00 |
| 12 | box | SIGN PEN Specs: Black, High Tech Point, 1.0MM Broad/ Large, 1 dozen per box | 36 | 1,000.00 | 36,000.00 |
| TOTAL | | | | <u>Php 933,700.00</u> | |

Bids received in excess of the ABC of the project or each lot shall be automatically rejected at bid opening.

2. The Schools Division of Zamboanga Del Norte, through the Bids and Awards Committee, now invites bids for the above procurement project. The Delivery of the Goods is required to be completed **within thirty calendar (30) days from**



Address: Capitol Drive, Estaka, Dipolog City 7100

Email: zn.division@deped.gov.ph

FB: DepEd Tayo- Schools Division of Zamboanga del Norte

Tel. No.: (065) 212- 5843

Website: www.depedzn.net

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the receipt of Notice of Order. Bidders should have completed, within three (3) 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.

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 the Schools Division of Zamboanga Del Norte and inspect the Bidding Documents at the address given below from 8:00 AM to 5:00 P.M.
5. A complete set of electronic/soft copy of Bidding Documents may be acquired by interested bidders from **October 24, 2022 to November 14, 2022**, in the given address and website below and pursuant to the latest guidelines issued by the GPPB, and upon payment of a nonrefundable fee for the Bidding Documents in the amount of **One Thousand Pesos (Php 1,000.00)**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees either in person, by facsimile, or through electronic means before or upon dropping of proposal.
6. The Schools Division of Zamboanga Del Norte will hold an on-site and online Pre-Bid Conference on **November 2, 2022 at 2:00 P.M. at 4th Floor Conference Hall, New SDO Building, Estaka, Dipolog City** and via google meet at the link (meet.google.com/iwn-wkbq-pcq) which shall be open to prospective bidders.
7. Bids in three (3) copies including the original must be duly received by the BAC Secretariat through manual submission at the office address indicated below before or at exactly **11:00 AM of November 14, 2022**. 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 **November 14, 2022, at 3:00 PM** at the given address below. Bids will be opened in the presence of the bidders’ representatives who choose to attend the activity.
10. This Procuring Entity 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.



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9184, without thereby incurring any liability to the affected bidder or bidders.

11. For further information, please refer to:

JESSIE E. ELACAN

BAC Secretariat Head

DepEd- Zamboanga del Norte

0908-875-9854/ 0935-399-3224

12. You may visit www.depedzn.net or e-mail at zn.bac@deped.gov.ph.

JUDITH V. ROMAGUERA, CESO VI

BAC Chairperson (Goods and Services)

Date of Issue: October 21, 2022



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