

Invitation to Bid

Supply and Delivery of Computer Inks and Consumables, 1 Lot, for use of DSWD Field Office 02 Staffs, Centers and Institutions & Satellite Office for 2nd Semester of CY 2021

1. The Department of Social Welfare and Development, Field Office 02, through the Government of the Philippines (GOP), funded under P/A/P 350100100001000 (TARA) 330100100001000 (DRRP) 3101001100001000 (Pantawid) 320104100001000 (AICS) 310100100002000 (SLP) intends to apply the sum of **Two Million Four Hundred Twenty Nine Thousand Three Hundred Sixty Six Pesos (P2,429,366.00)** being the **Approved Budget for the Contract (ABC)** to payment for the project: **Supply and Delivery of Computer Supplies and Consumables, 1 Lot, for use of DSWD Field Office 02 Staffs, Centers and Institutions & Satellite Office for 2nd Semester of CY 2021.**

Item no.	Item Description	QTY	Unit
1	INK CART, CANON CL-741, Col.	5	cart
2	EPSON C13T664100 (T6641), Black, 70ml	651	cart
3	EPSON C13T664200 (T6642), Cyan, 70ml	413	cart
4	EPSON C13T664300 (T6643), Magenta, 70ml	407	cart
5	EPSON C13T664400 (T6644), Yellow, 70ml	407	cart
6	TONER CART, HP CE278A, Black	2	cart
7	TONER CART, HP CE285A (HP85A), Black	111	cart
8	Toner Cartridge, HP CF217A (HP17A) Black LaserJet	213	cart
9	Toner Cartridge, HP CF226A (HP26A) Black LaserJet	40	cart
10	TONER CART, SAMSUNG MLT-D101S, Black	26	cart
11	Epson 003 ink bottle, Black, 70ml	63	bottles
12	Epson 003 ink bottle, Yellow, 70ml	29	bottles
13	Epson 003 ink bottle , Cyan, 70ml	29	bottles
14	Epson 003 ink bottle , Magenta, 70ml	29	bottles
15	Epson 005 ink bottle , Black, 70ml	8	bottles
16	Epson 001 ink bottle, Yellow, 70ml	8	bottles
17	Epson 001 ink bottle, Black, 70ml	12	bottles
18	Epson 001 ink bottle , Cyan, 70ml	8	bottles
19	Epson 001 ink bottle , Magenta, 70ml	8	bottles
20	Epson 673 black, 70ml	50	bottles
21	Epson 673 cyan, 70ml	15	bottles
22	Epson 673 magenta, 70ml	15	bottles

23	Epson 673 yellow, 70ml	15	bottles
24	Epson 673 light cyan, 70ml	15	bottles
25	Epson 673 light cyan, 70ml	15	bottles
26	Lexmark MX510de Toner, High Yield	40	toner
27	Lexmark Imaging Unit	10	Units
	Note: All Toners and Inks are Original		

- The **Department of Social Welfare and Development Field Office 02** now invites bids for the **Supply and Delivery of Computer Supplies and Consumables, 1 Lot, for use of DSWD Field Office 02 Staffs, Centers and Institutions & Satellite Office for 2nd Semester of CY 2021**. Bidders should have completed, within five (5) 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.
- 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”.

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 **DSWD Field Office 02 Bids and Awards Committee (BAC) through the BAC Secretariat** and inspect the Bidding Documents at the address given below during office hours, **8:00AM-5:00PM, Monday-Friday**.
- A complete set of Bidding Documents** may be purchased by interested bidders from **September 16 – October 5, 2021** on the address below and upon payment of a **non-refundable fee** pursuant to **GPPB Resolution No. 04-2012 dated February 24, 2012** in the amount of **Five Thousand Pesos (P5,000.00)**.
- A **pre-bid conference** will be conducted on **September 23, 2021 at 10:00 A.M.** at the **DSWD Field Office 02, Brgy. Carig, Tuguegarao City** which shall be open to all **interested parties** who have/haven't **purchased the Bidding Documents**. Prospective bidders may participate through video conferencing via Google Meet.
- Bids must be delivered** to the address below or it can be sent thru email with password protected **on or before October 5, 2021 at 10:00 A.M.** All bids must be accompanied by a bid security in any of the acceptable form and in the amount stated in **Instructions to Bidders Clause 18**.

Bid opening shall be immediately after the deadline for the submission and receipt of bids **October 5, 2021 at 10:00 A.M.** to be held at **DSWD Field Office 02, Brgy. Carig, Tuguegarao City**. 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 Department of Social Welfare and Development Field Office 02** 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.

9. **The Bids and Awards Committee** assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of the bid.

10. For further information, please refer to:

THE BAC CHAIRPERSON

Bids and Awards Committee
c/o BAC Secretariat
DSWD FO 02, Carig, Tuguegarao City
Tel. No. 078-304-1004
Telefax No. 078-304-0586

Original signed
CELSO L. ARAO, JR.
BAC Chairperson