

SUPPLEMENTAL / BID BULLETIN NO. 1

TITLE : Purchase and Delivery of DSWD CAR's Office Supplies for 2nd Semester of CY 2023
ITB NO. : 2023-DSWD-CAR-17
DATE : 21 June 2023

This Supplemental/Bid Bulletin is issued to all prospective bidders announcing the following:

Description/ Concerns	From	To
Technical Specifications (Unit of Measure)	For item number 42 (Lot 1) "pieces"	For item number 42 (Lot 1) "box"
Technical Specifications (Unit of Measure)	For item number 75 (Lot 2) "pieces"	For item number 75 (Lot 2) "box"
Price Schedule for Goods Offered from Within the Philippines (unit of measure)	For item number 42 (Lot 1) "pieces"	For item number 42 (Lot 1) "box"
Price Schedule for Goods Offered from Within the Philippines (unit of measure)	For item number 10 (Lot 2) "pieces"	For item number 10 (Lot 2) "box"
Schedule of Requirements	Delivery Schedule for Lot 1 not specified.	Please see attached Revised Schedule of Requirement and attached Delivery Schedule.

Please use the following revised forms as part of the bid bulletin:

- **Technical Specifications and Terms and Conditions**
- **Price Schedule for Goods Offered from Within the Philippines.**
- **Schedule of Requirements**
- **Delivery Schedule**

Changes indicated in the Bid Bulletin shall form part of the bidding documents.

Please be guided accordingly.


AMELYN P. CABRERA
 Alternate BAC Chairperson

Section VI. 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.

Lot No.	Description	Quantity	Place of Delivery	Period of Delivery
1	Purchase and Delivery of Office Supplies for the 2 nd Semester of CY 2023 for DSWD CAR Field Office Staff	1 lot	DSWD-CAR, 40 North Drive, Baguio City	twenty (20) calendar days upon receipt of the Notice to Proceed for the first delivery and as scheduled for the succeeding. (see attached Delivery Schedule)
2	Purchase and Delivery of Office Supplies for the 2 nd Semester of CY 2023 for KC Staff	1 lot	DSWD-CAR, 40 North Drive, Baguio City	Twenty (20) calendar days upon receipt of the Notice to Proceed.

Note: Please refer to the Technical Specifications for the itemized list of goods

Section VII. Technical Specifications

Notes for Preparing the Technical Specifications

A set of precise and clear specifications is a prerequisite for Bidders to respond realistically and competitively to the requirements of the Procuring Entity without qualifying their Bids. In the context of Competitive Bidding, the specifications (*e.g.* production/delivery schedule, manpower requirements, and after-sales service/parts, descriptions of the lots or items) must be prepared to permit the widest possible competition and, at the same time, present a clear statement of the required standards of workmanship, materials, and performance of the goods and services to be procured. Only if this is done will the objectives of transparency, equity, efficiency, fairness, and economy in procurement be realized, responsiveness of bids be ensured, and the subsequent task of bid evaluation and post-qualification facilitated. The specifications should require that all items, materials and accessories to be included or incorporated in the goods be new, unused, and of the most recent or current models, and that they include or incorporate all recent improvements in design and materials unless otherwise provided in the Contract.

Samples of specifications from previous similar procurements are useful in this respect. The use of metric units is encouraged. Depending on the complexity of the goods and the repetitiveness of the type of procurement, it may be advantageous to standardize the General Technical Specifications and incorporate them in a separate subsection. The General Technical Specifications should cover all classes of workmanship, materials, and equipment commonly involved in manufacturing similar goods. Deletions or addenda should then adapt the General Technical Specifications to the particular procurement.

Care must be taken in drafting specifications to ensure that they are not restrictive. In the specification of standards for equipment, materials, and workmanship, recognized Philippine and international standards should be used as much as possible. Where other particular standards are used, whether national standards or other standards, the specifications should state that equipment, materials, and workmanship that meet other authoritative standards, and which ensure at least a substantially equal quality than the standards mentioned, will also be acceptable. The following clause may be inserted in the Special Conditions of Contract or the Technical Specifications.

Sample Clause: Equivalency of Standards and Codes

Wherever reference is made in the Technical Specifications to specific standards and codes to be met by the goods and materials to be furnished or tested, the provisions of the latest edition or revision of the relevant standards and codes shall apply, unless otherwise expressly stated in the Contract. Where such standards and codes are national or relate to a particular country or region, other authoritative standards that ensure substantial equivalence to the standards and codes specified will be acceptable.

Reference to brand name and catalogue number should be avoided as far as possible; where unavoidable they should always be followed by the words “*or at least equivalent.*” References to brand names cannot be used when the funding source is the GOP.

Where appropriate, drawings, including site plans as required, may be furnished by the Procuring Entity with the Bidding Documents. Similarly, the Supplier may be requested to provide drawings or samples either with its Bid or for prior review by the Procuring Entity during contract execution.

Bidders are also required, as part of the technical specifications, to complete their statement of compliance demonstrating how the items comply with the specification.

Technical Specifications

Item	Qty	Unit	Specification	Statement of Compliance
				<p><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 (including the prescribed terms and conditions). 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></p>
Lot 1: Purchase and Delivery of Office Supplies for the 2nd Semester of CY 2023 for DSWD CAR Field Office Staff				
1	1428	piece	Ballpen, black, 0.5mm, fine tip	
2	2380	piece	Ballpen, blue, 0.5mm, fine tip	

Item	Qty	Unit	Specification	Statement of Compliance
3	6	pack	Bond paper, colored, green, matte, A4 80gsm, 250sheets/pack	
4	6	pack	Bond paper, colored, orange, matte, A4 80gsm, 250sheets/pack	
5	6	pack	Bond paper, colored, pink, matte, A4, 80gsm, 250sheets/pack	
6	6	pack	Bond paper, colored, red, matte, A4 80gsm, 250sheets/pack	
7	6	pack	Bond paper, colored, yellow, matte, A4 80gsm, 250sheets/pack	
8	100	piece	Clear book, at least 40 fillers, A4 type	
9	50	box	CLIP, back fold, all metal, clamping: 19mm (-1mm)	
10	50	box	CLIP, back fold, all metal, clamping: 25mm (-1mm)	
11	30	box	CLIP, back fold, all metal, clamping: 32mm (-1mm)	
12	30	box	CLIP, back fold, all metal, clamping: 50mm (-1mm)	
13	4760	piece	Correction Tape, at least 6M	
14	25	piece	DATA FILE BOX, material: chipboard, 3mm thick (min) with closed ends, blue dimension: W125mm x H230mm x L400mm (min)	
15	40	piece	DATA FILE FOLDER, chipboard material, legal with finger ring, blue, dimension: W75mm x H230mm x L380mm (min)	
16	30	piece	Dater, self-inking	
17	30	box	ENVELOPE, expanding, kraft board, for legal size doc, 100pcs/pack	

Item	Qty	Unit	Specification	Statement of Compliance
18	50	piece	FINGERTIP MOISTENER	
19	50	pack	FOLDER, Tagboard, A4, 100pcs/pack	
20	20	pack	FOLDER, Tagboard, Legal, 100pcs/pack	
21	15	bottle	Glue, at least 473ml min.	
22	100	bottle	INK Refill for Epson,003, Black, 65ml	
23	25	bottle	INK Refill for Epson,003, Cyan, 65ml	
24	25	bottle	INK Refill for Epson,003, Magenta, 65ml	
25	25	bottle	INK Refill for Epson,003, Yellow, 65ml	
26	10	bottle	INK Refill, for Brother DCP T420W BT 5000, Black	
27	5	bottle	INK Refill, for Brother DCP T420W BT 5000, Cyan	
28	5	bottle	INK Refill, for Brother DCP T420W BT 5000, Magenta	
29	5	bottle	INK Refill, for Brother DCP T420W BT 5000, Yellow	
30	10	roll	LAMINATING FILM, 228mm x 50m x 250mic 9"	
31	10	box	MARKING PEN, Permanent, black, broad type, 12pcs/box	
32	10	box	MARKING PEN, Permanent, blue, broad type, 12pcs/box	
33	100	pad	Notepad, stick on, 76mmx127mm (3"x5"), 100s/pad	
34	300	pad	Notepad, stick on, 76mmx76mm (3"x3"), 100s/pad	

Item	Qty	Unit	Specification	Statement of Compliance
35	100	pad	Notepad, Sticky notes, 1.5"x2", 100s/pad	
36	50	box	Paper Clip, vinyl/plastic coat, 33mm, 100s/box	
37	50	box	Paper Clip, vinyl/plastic coat, 50mm, 100s/box	
38	50	box	PAPER FASTENER, Metal, 50s/box	
39	50	box	PAPER, Multicopy, A4, 80gsm, size: 210mm x 297mm, 5 reams per box	
40	200	pack	PAPER, Sticker, A4, matte, 10s/pack	
41	10	piece	Puncher, Two-holes, heavy duty	
42	20	box	Push Pin, Map pin, 100s /box	
43	30	book	RECORD BOOK, 150 pages	
44	20	book	RECORD BOOK, 300 pages	
45	20	book	RECORD BOOK, 500 pages	
46	10	box	RUBBER BAND (big), 350g, #8	
47	500	piece	Sign Pen, Black, liquid/gel ink, 0.3mm needle tip	
48	2856	piece	Sign Pen, Black, liquid/gel ink, 0.5mm needle tip	
49	500	piece	Sign Pen, Blue, liquid/gel ink, 0.3mm needle tip	
50	2856	piece	Sign Pen, Blue, liquid/gel ink, 0.5mm needle tip	
51	30	piece	Sign Pen, Blue, liquid/gel ink, 0.7mm needle tip	
52	30	piece	Sign Pen, Red, liquid/gel ink, 0.4mm needle tip	

Item	Qty	Unit	Specification	Statement of Compliance
53	10	piece	STAMP PAD, Felt Pad, min 60mm x 100mm	
54	30	piece	Staple Wire Remover, metal, plier type	
55	50	box	Staple Wire, Standard, #35, 5000s/box	
56	50	piece	Stapler, Standard type, (#5000)	
57	150	pack	Sticky Note Page markers, 1/2 x 2in, multicolored, 50sheets/pad, 5pads/pack (paper material)	
58	30	piece	Storage Box, Hard bound, with cover, blue, at least 10x15.5x11 inch	
59	10	piece	Tape Dispenser, heavy-duty, 1 inch	
60	50	roll	Tape, Double-sided, 1", at least 24mm x 10M	
61	30	roll	Tape, Double-sided, foam type, 1", at least 24mm x 10M	
62	60	roll	Tape, Duct, 2", at least 48mm x 50M	
63	30	roll	Tape, Masking, 1", at least 24mm x 50M	
64	60	roll	Tape, Transparent, 1", at least 24mm x 50M	
65	30	roll	Tape, Transparent, 2", at least 48mm x 50M	
Lot 2: Purchase and Delivery of Office Supplies for the 2nd Semester of CY 2023 for KC Staff				
66	300	piece	BALLPOINT PEN, Retractable with Rubber Grip, black	

Item	Qty	Unit	Specification	Statement of Compliance
67	570	piece	Correction Tape, at least 6M up to 10M	
68	640	pack	Stick On Flags, 13x43mm, neon colors, 250 flags per pack	
69	965	ream	PAPER, multicopy, 210mm x 297mm(A4), 80gsm	
70	279	ream	PAPER, multicopy, 216mm x 330mm (Legal), 80gsm	
71	300	piece	SIGN PEN, black, 0.3mm	
72	100	pair	SCISSORS, symmetrical, Heavy Duty	
73	109	pack	CARTOLINA, assorted color (light color only), 20pcs/pack	
74	590	pad	NOTE PAD, stick on (3"x3"), 100 sheets/pad	
75	138	box	Staple Wire, Standard, #35, 5000s/box	
76	69	piece	STAPLER, Standard Type, heavy duty	
77	138	piece	MARKING PEN, Whiteboard, black, bullet type	
78	50	pack	FOLDER, Standard White, Legal, 100 pcs/pack	
79	69	piece	RECORD BOOK, 300 pages	
80	50	piece	Puncher, Two-holes, heavy duty	
81	138	roll	TAPE, masking, 1", 24mm, 50 meters length	
82	69	pack	MARKER, Highlighter, assorted colors, 12pcs/pack	
83	138	piece	MARKING PEN, Permanent, black, bullet type	
84	70	box	ENVELOPE, Expanding, Kraft, Legal size, 100pcs/box	

Item	Qty	Unit	Specification	Statement of Compliance
85	70	box	Paper Clip, vinyl/plastic coat, length: 33mm	
86	70	box	Paper Clip, vinyl/plastic coat, length: 50mm	
87	210	piece	Document Stand File Box, Blue 125mmx 230mmx400mm	
88	10	piece	STAMPING MACHINE, Self-inking with refillable ink pad, "CERTIFIED TRUE COPY", Maximum of 5mm Text Height	
89	100	bottle	INK Refill for Epson, 003, cyan 70ml	
90	100	bottle	INK Refill for Epson, 003, magenta, 70ml	
91	100	bottle	INK Refill for Epson, 003, yellow, 70ml	
92	80	pack	Parchment Paper, A4; 100pcs/pack	
93	1035	piece	Certificate holder, A4, any color	
94	80	roll	TAPE, packaging, 2", 48mm, 50 meters length	
95	80	roll	TAPE, transparent, 24mm, 50 meters	
96	80	roll	Tape, Double-sided, 1", 24mm x 10M	
97	100	roll	Tape, Double-sided, 2", 48mm x 10M	
98	70	pack	Colored paper, premium, assorted color, 8.5in x 11 in, 250 sheets	
99	500	piece	Notebook, stenographer's, 40 leaves, spiral	
100	276	pack	Manila Paper, 48GSM; 36"x 48" by 10 pcs/pack	

Item	Qty	Unit	Specification	Statement of Compliance
101	277	bottle	INK Refill for Epson,003, black, 65ml	

NOTE:

1. For the purpose of bid evaluation, the required evidence as reference to the statement of compliance shall be in the form of brand and/or technical specifications of the offered item (indicate brand and specifications). In case a brand is not appropriate or applicable for the item, a bidder shall attach a photo of the generic or offered item/s that shows the compliance to the technical specifications.

Example:

Specification	Statement of Compliance
Ballpen, black, 0.5mm, fine tip	Comply, brand x or photo of the generic item/s

Terms and Conditions:

		Statement of Compliance
a	The bidder can comply <u>with the attached Schedule of Requirements.</u>	
b	Items found not within the technical specifications will be returned to the winning bidder after inspection. The winning bidder shall replace the items within three (3) working days upon notification by the end user/inspection officer	
c	Warranty: At least sixty (60) calendar days upon delivery	
d	Winning bidder should be responsible for the loading and unloading of the goods to the delivery site	
e	The procuring entity reserves the right to cancel the contract or reduce the quantity of the goods for any justifiable reasons or for any circumstance beyond the procuring entity's control, i.e. force majeure, fortuitous events, etc.	
f	Payment Term: Payment will be processed upon complete delivery	

Note:

The requirement of evidence as reference to the statement of compliance is only applicable for the items or goods that are subject for the bidding at hand. Evidence as reference to the compliance with the terms and conditions is not required. However, bidder shall still explicitly provide their statement of compliance with the prescribed "Terms and Conditions". Statement of compliance with the "Terms and Conditions" will be verified during the post-qualification stage.

Example:

Terms and Conditions:	Statement of Compliance
The bidder can comply with the attached Schedule of Requirements.	Comply

Delivery Schedule for LOT 1

Unit of Measure	Description	1st Delivery	2nd Delivery: Nov 6, 2023
piece	Ballpen, black, 0.5mm, fine tip	714	714
piece	Ballpen, blue, 0.5mm, fine tip	1190	1190
pack	Bond paper, colored, green, matte, A4 80gsm, 250sheets/pack		6
pack	Bond paper, colored, orange, matte, A4 80gsm, 250sheets/pack		6
pack	Bond paper, colored, pink, matte, A4, 80gsm, 250sheets/pack		6
pack	Bond paper, colored, red, matte, A4 80gsm, 250sheets/pack		6
pack	Bond paper, colored, yellow, matte, A4 80gsm, 250sheets/pack		6
piece	Clearbook atleast 40 fillers, A4 type	100	0
box	CLIP, backfold, all metal, clamping: 19mm (-1mm)	50	0
box	CLIP, backfold, all metal, clamping: 25mm (-1mm)	50	0
box	CLIP, backfold, all metal, clamping: 32mm (-1mm)	30	0
box	CLIP, backfold, all metal, clamping: 50mm (-1mm)	30	0
piece	Correction Tape, at least 6M	2380	2380
piece	DATA FILE BOX, material: chipboard, 3mm thick (min) with closed ends, blue dimension: W125mm x H230mm x L400mm (min)	12	13
piece	DATA FILE FOLDER, chipboard material, legal with finger ring, blue, dimension: W75mm x H230mm x L380mm (min)	20	20
piece	Dater, self inking	15	15
box	ENVELOPE, expanding, kraftboard, for legal size doc, 100pcs/pack	15	15
piece	FINGERTIP MOISTENER	25	25
pack	FOLDER, Tagboard, A4, 100pcs/pack	25	25
pack	FOLDER, Tagboard, Legal, 100pcs/pack	10	10
bottle	Glue, at least 473ml min.	15	0
bottle	INK Refill, Epson,003, Black, 65ml	50	50
bottle	INK Refill, Epson,003, Cyan, 65ml	12	13
bottle	INK Refill, Epson,003, Magenta, 65ml	12	13
bottle	INK Refill, Epson,003, Yellow, 65ml	12	13
bottle	INK Refill, for Brother DCP T420W BT 5000, Black		10
bottle	INK Refill, for Brother DCP T420W BT 5000, Cyan		5
bottle	INK Refill, for Brother DCP T420W BT 5000, Magenta		5
bottle	INK Refill, for Brother DCP T420W BT 5000, Yellow		5
roll	LAMINATING FILM, 228mm x 50m x 250mic 9"	10	0
box	MARKING PEN, Permanent, black, broad type, 12pcs/box	10	0
box	MARKING PEN, Permanent, blue, broad type, 12pcs/box	10	0
pad	Notepad, stick on, 76mmx76mm (3"x3"), 100s/pad	150	150
pad	Notepad, stick on, 76mmx127mm (3"x5"), 100s/pad	100	0
pad	Notepad, Sticky notes, 1.5"x2", 100s/pad	100	0
box	Paper Clip, vinyl/plastic coat, 33mm, 100s/box	50	0
box	Paper Clip, vinyl/plastic coat, 50mm, 100s/box	50	0
box	PAPER, Multicopy, A4, 80gsm, size: 210mm x 297mm, 5 reams per box	50	0

Unit of Measure	Description	1st Delivery	2nd Delivery: Nov 6, 2023
pack	PAPER, Sticker , A4, matte, 10s/pack	100	100
box	PAPER FASTENER, Metal, 50s/bbox	25	25
piece	Puncher, Two-holes, heavy duty	10	0
box	Push Pin, Map pin, 100s /box	20	0
book	RECORD BOOK, 150 pages	15	15
book	RECORD BOOK, 300 pages	10	10
book	RECORD BOOK, 500 pages	10	10
box	RUBBER BAND (big), 350g, #8	5	5
piece	Sign Pen, Black, liquid/gel ink, 0.3mm needle tip	250	250
piece	Sign Pen, Black, liquid/gel ink, 0.5mm needle tip	1428	1428
piece	Sign Pen, Blue, liquid/gel ink, 0.3mm needle tip	250	250
piece	Sign Pen, Blue, liquid/gel ink, 0.5mm needle tip	1428	1428
piece	Sign Pen, Red, liquid/gel ink, 0.4mm needle tip	15	15
piece	Sign Pen, Blue, liquid/gel ink, 0.7mm needle tip	15	15
piece	STAMP PAD, Felt Pad, min 60mm x 100mm	5	5
box	Staple Wire, Standard, #35, 5000s/box	25	25
piece	Staple Wire Remover, metal, plier type	15	15
piece	Stapler, Standard type, (#5000)	25	25
pack	Sticky Note Page markers, 1/2 x 2in, multicolored, 50sheets/pad, 5pads/pack (paper material)	75	75
piece	Storage Box, Hard bound, with cover, blue, at least 10x15.5x11	15	15
roll	Tape, Duct, 2", at least 48mm x 50M	30	30
roll	Tape, Double-sided, 1", at least 24mm x 10M	25	25
roll	Tape, Double-sided, foam type, 1", at least 24mm x 10M	15	15
roll	Tape, Masking, 1", at least 24mm x 50M	15	15
roll	Tape, Transparent, 1", at least 24mm x 50M	30	30
roll	Tape, Transparent, 2", at least 48mm x 50M	15	15
piece	Tape Dispenser, heavy-duty, 1 inch	5	5

Price Schedule for Goods Offered from Within the Philippines

Name of Bidder : _____
 Invitation to Bid No. ITB 2023-DSWD-CAR-17 (LOT 1)

Page ___ of ___

1	2	3	4		5	6	7	8	9	10.00
Item	Description	Country of origin	Quantity		Unit price EXW per item	Transportation and Insurance and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
1	Ballpen, black, 0.5mm, fine tip	-	1428	piece	-	-	-	-		
2	Ballpen, blue, 0.5mm, fine tip	-	2380	piece	-	-	-	-		
3	Bond paper, colored, green, matte, A4 80gsm, 250sheets/pack	-	6	pack	-	-	-	-		
4	Bond paper, colored, orange, matte, A4 80gsm, 250sheets/pack	-	6	pack	-	-	-	-		
5	Bond paper, colored, pink, matte, A4, 80gsm, 250sheets/pack	-	6	pack	-	-	-	-		
6	Bond paper, colored, red, matte, A4 80gsm, 250sheets/pack	-	6	pack	-	-	-	-		
7	Bond paper, colored, yellow, matte, A4 80gsm, 250sheets/pack	-	6	pack	-	-	-	-		
8	Clearbook atleast 40 fillers, A4 type	-	100	piece	-	-	-	-		
9	CLIP, backfold, all metal, clamping: 19mm (-1mm)	-	50	box	-	-	-	-		
10	CLIP, backfold, all metal, clamping: 25mm (-1mm)	-	50	box	-	-	-	-		
11	CLIP, backfold, all metal, clamping: 32mm (-1mm)	-	30	box	-	-	-	-		
12	CLIP, backfold, all metal, clamping: 50mm (-1mm)	-	30	box	-	-	-	-		
13	Correction Tape, at least 6M	-	4760	piece	-	-	-	-		
14	DATA FILE BOX, material: chipboard, 3mm thick (min) with closed ends, blue dimension: W125mm x H230mm x L400mm (min)	-	25	piece	-	-	-	-		
15	DATA FILE FOLDER, chipboard material, legal with finger ring, blue, dimension: W75mm x H230mm x L380mm (min)	-	40	piece	-	-	-	-		
16	Dater, self inking	-	30	piece	-	-	-	-		

1	2	3	4		5	6	7	8	9	10.00
Item	Description	Country of origin	Quantity		Unit price EXW per item	Transportation and Insurance and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
17	ENVELOPE, expanding, kraftboard, for legal size doc, 100pcs/pack	-	30	box	-	-	-	-		
18	FINGERTIP MOISTENER	-	50	piece	-	-	-	-		
19	FOLDER, Tagboard, A4, 100pcs/pack	-	50	pack	-	-	-	-		
20	FOLDER, Tagboard, Legal, 100pcs/pack	-	20	pack	-	-	-	-		
21	Glue, at least 473ml min.	-	15	bottle	-	-	-	-		
22	INK Refill for Epson,003, Black, 65ml	-	100	bottle	-	-	-	-		
23	INK Refill for Epson,003, Cyan, 65ml	-	25	bottle	-	-	-	-		
24	INK Refill for Epson,003, Magenta, 65ml	-	25	bottle	-	-	-	-		
25	INK Refill for Epson,003, Yellow, 65ml	-	25	bottle	-	-	-	-		
26	INK Refill, for Brother DCP T420W BT 5000, Black	-	10	bottle	-	-	-	-		
27	INK Refill, for Brother DCP T420W BT 5000, Cyan	-	5	bottle	-	-	-	-		
28	INK Refill, for Brother DCP T420W BT 5000, Magenta	-	5	bottle	-	-	-	-		
29	INK Refill, for Brother DCP T420W BT 5000, Yellow	-	5	bottle	-	-	-	-		
30	LAMINATING FILM, 228mm x 50m x 250mic 9"	-	10	roll	-	-	-	-		
31	MARKING PEN, Permanent, black, broad type, 12pcs/box	-	10	box	-	-	-	-		
32	MARKING PEN, Permanent, blue, broad type, 12pcs/box	-	10	box	-	-	-	-		
33	Notepad, stick on, 76mmx127mm (3"x5"), 100s/pad	-	100	pad	-	-	-	-		

1	2	3	4		5	6	7	8	9	10.00
Item	Description	Country of origin	Quantity		Unit price EXW per item	Transportation and Insurance and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
34	Notepad, stick on, 76mmx76mm (3"x3"), 100s/pad	-	300	pad	-	-	-	-		
35	Notepad, Sticky notes, 1.5"x2", 100s/pad	-	100	pad	-	-	-	-		
36	Paper Clip, vinyl/plastic coat, 33mm, 100s/box	-	50	box	-	-	-	-		
37	Paper Clip, vinyl/plastic coat, 50mm, 100s/box	-	50	box	-	-	-	-		
38	PAPER FASTENER, Metal, 50s/bbox	-	50	box	-	-	-	-		
39	PAPER, Multicopy, A4, 80gsm, size: 210mm x 297mm, 5 reams per box	-	50	box	-	-	-	-		
40	PAPER, Sticker , A4, matte, 10s/pack	-	200	pack	-	-	-	-		
41	Puncher, Two-holes, heavy duty	-	10	piece	-	-	-	-		
42	Push Pin, Map pin, 100s /box	-	20	box	-	-	-	-		
43	RECORD BOOK, 150 pages	-	30	book	-	-	-	-		
44	RECORD BOOK, 300 pages	-	20	book	-	-	-	-		
45	RECORD BOOK, 500 pages	-	20	book	-	-	-	-		
46	RUBBER BAND (big), 350g, #8	-	10	box	-	-	-	-		
47	Sign Pen, Black, liquid/gel ink, 0.3mm needle tip	-	500	piece	-	-	-	-		
48	Sign Pen, Black, liquid/gel ink, 0.5mm needle tip	-	2856	piece	-	-	-	-		
49	Sign Pen, Blue, liquid/gel ink, 0.3mm needle tip	-	500	piece	-	-	-	-		
50	Sign Pen, Blue, liquid/gel ink, 0.5mm needle tip	-	2856	piece	-	-	-	-		

1	2	3	4		5	6	7	8	9	10.00
Item	Description	Country of origin	Quantity		Unit price EXW per item	Transportation and Insurance and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
51	Sign Pen, Blue, liquid/gel ink, 0.7mm needle tip	-	30	piece	-	-	-	-		
52	Sign Pen, Red, liquid/gel ink, 0.4mm needle tip	-	30	piece	-	-	-	-		
53	STAMP PAD, Felt Pad, min 60mm x 100mm	-	10	piece	-	-	-	-		
54	Staple Wire Remover, metal, plier type	-	30	piece	-	-	-	-		
55	Staple Wire, Standard, #35, 5000s/box	-	50	box	-	-	-	-		
56	Stapler, Standard type, (#5000)	-	50	piece	-	-	-	-		
57	Sticky Note Page markers, 1/2 x 2in, multicolored, 50sheets/pad, 5pads/pack (paper material)	-	150	pack	-	-	-	-		
58	Storage Box, Hard bound, with cover, blue, at least 10x15.5x11	-	30	piece	-	-	-	-		
59	Tape Dispenser, heavy-duty, 1 inch	-	10	piece	-	-	-	-		
60	Tape, Double-sided, 1", at least 24mm x 10M	-	50	roll	-	-	-	-		
61	Tape, Double-sided, foam type, 1", at least 24mm x 10M	-	30	roll	-	-	-	-		
62	Tape, Duct, 2", at least 48mm x 50M	-	60	roll	-	-	-	-		
63	Tape, Masking, 1", at least 24mm x 50M	-	30	roll	-	-	-	-		
64	Tape, Transparent, 1", at least 24mm x 50M	-	60	roll	-	-	-	-		
65	Tape, Transparent, 2", at least 48mm x 50M	-	30	roll	-	-	-	-		

Name of Bidder : _____

Page ___ of ___

Invitation to Bid No. ITB 2023-DSWD-CAR-17 (LOT 1)

1	2	3	4	5	6	7	8	9	10.00
Item	Description	Country of origin	Quantity	Unit price EXW per item	Transportation and Insurance and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)

NOTES:

1. In case a column is not applicable for an offered item, just indicate "-" or "0".

2. Leaving columns 5,6,7,8, as blank or indicating other symbol/s such as "Not Applicable", "NA", etc. shall be automatically deemed as not responsive.

Name: _____

Legal Capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____

Price Schedule for Goods Offered from Within the Philippines

Name of Bidder : _____

Page ____ of ____

Invitation to Bid No. ITB 2023-DSWD-CAR-17 (LOT 2)

1	2	3	4		5	6	7	8	9	10
Item	Description	Country of origin	Quantity		Unit price EXW per item	Transportation and Insurance and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
1	BALLPOINT PEN, Retractable with Rubber Grip, black	-	300	piece	-	-	-	-		
2	Correction Tape, at least 6M up to 10M	-	570	piece	-	-	-	-		
3	Stick On Flags, 13x43mm, neon colors, 250 flags per pack	-	640	pack	-	-	-	-		
4	PAPER, multicopy, 210mm x 297mm(A4), 80gsm	-	965	ream	-	-	-	-		
5	PAPER, multicopy, 216mm x 330mm(Legal), 80gsm	-	279	ream	-	-	-	-		
6	SIGN PEN, black, 0.3mm	-	300	piece	-	-	-	-		
7	SCISSORS, symmetrical, Heavy Duty	-	100	pair	-	-	-	-		
8	CARTOLINA, assorted color (light color only), 20pcs/pack	-	109	pack	-	-	-	-		
9	NOTE PAD, stick on (3"x3"), 100 sheets/pad	-	590	pad	-	-	-	-		
10	Staple Wire, Standard, #35, 5000s/box	-	138	box	-	-	-	-		
11	STAPLER, Standard Type, heavy duty	-	69	piece	-	-	-	-		
12	MARKING PEN, Whiteboard, black, bullet type	-	138	piece	-	-	-	-		
13	FOLDER, Standard White, Legal, 100 pcs/pack	-	50	pack	-	-	-	-		
14	RECORD BOOK, 300 pages	-	69	piece	-	-	-	-		
15	Puncher, Two-holes, heavy duty	-	50	piece	-	-	-	-		
16	TAPE, masking, 1", 24mm, 50 meters length	-	138	roll	-	-	-	-		

1	2	3	4		5	6	7	8	9	10
Item	Description	Country of origin	Quantity		Unit price EXW per item	Transportation and Insurance and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
17	MARKER, Highlighter, assorted colors, 12pcs/pack	-	69	pack	-	-	-	-		
18	MARKING PEN, Permanent, black, bullet type	-	138	piece	-	-	-	-		
19	ENVELOPE, Expanding, Kraft, Legal size, 100pcs/box	-	70	box	-	-	-	-		
20	Paper Clip, vinyl/plastic coat, length: 33mm	-	70	box	-	-	-	-		
21	Paper Clip, vinyl/plastic coat, length: 50mm	-	70	box	-	-	-	-		
22	Document Stand File Box, Blue 125mmx 230mmx400mm	-	210	piece	-	-	-	-		
23	STAMPING MACHINE, Self-inking with refillable ink pad, "CERTIFIED TRUE COPY", Maximum of 5mm Text Height	-	10	piece	-	-	-	-		
24	INK Refill for Epson, 003, cyan 70ml	-	100	bottle	-	-	-	-		
25	INK Refill for Epson, 003, magenta, 70ml	-	100	bottle	-	-	-	-		
26	INK Refill for Epson, 003, yellow, 70ml	-	100	bottle	-	-	-	-		
27	Parchment Paper, A4; 100pcs/pack	-	80	pack	-	-	-	-		
28	Certificate holder, A4	-	1035	piece	-	-	-	-		
29	TAPE, packaging, 2", 48mm, 50 meters length	-	80	roll	-	-	-	-		
30	TAPE, transparent, 24mm, 50 meters	-	80	roll	-	-	-	-		
31	Tape, Double-sided, 1", 24mm x 10M	-	80	roll	-	-	-	-		

Name of Bidder : _____
 Invitation to Bid No. ITB 2023-DSWD-CAR-17 (LOT 2)

1	2	3	4		5	6	7	8	9	10
Item	Description	Country of origin	Quantity		Unit price EXW per item	Transportation and Insurance and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
32	Tape, Double-sided, 2", 48mm x 10M	-	100	roll	-	-	-	-		
33	Colored paper, premium, assorted color, 8.5in x 11 in, 250 sheets	-	70	pack	-	-	-	-		
34	Notebook, stenographer's, 40 leaves, spiral	-	500	piece	-	-	-	-		
35	Manila Paper, 48GSM; 36"x 48" by 10 pcs/pack	-	276	pack	-	-	-	-		
36	INK Refill for Epson,003, black, 65ml	-	277	bottle	-	-	-	-		
										#VALUE!

NOTES:

1. In case a column is not applicable for an offered item, just indicate "-" or "0".
2. Leaving columns 5,6,7,8, as blank or indicating other symbol/s such as "Not Applicable", "NA", etc. shall be automatically deemed as not responsive.

Name: _____

Legal Capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____