

TIN. No. _____

TERMS AND CONDITIONS:

1. All entries must be typewritten/legibly written.
2. Delivery period within TWENTY FIVE(25) C.D. upon receipt of the approved funded Purchase Order(P.O) Administrative Penalties pursuant to Section 69 of the Revised IRR RA 9184 shall be imposed for non-delivery without valid reason.
3. Warranty shall be for a minimum of three(3)months for Supplies and Materials, one year for equipment 3 years IT Equipment,from date of acceptance by end user.
4. Price validity shall be for a period of sixty (60) Calendar days
5. G-EPS Registration Certificate/Mayor's Permit/DTI shall be attached upon submission of the
6. Bidders shall submit Original brochures of the product,
7. Please indicate the brand for each items being offered.
8. Omnibus Sworn Statement
9. The approved budget ceiling for this procurement is **Php 913,048.00**

ROMMELA. PIAPE
BAC - Chairman

PURPOSE:	FOR USE IN THE ADMINISTRATIVE SECTION, BAC UNIT, ACCOUNTING SECTION, ICT, PROCUREMENT UNIT, CONTRACT MANAGEMENT UNIT, ODE, ADE, MONITORING UNIT, CONSTRUCTION SECTION, PLANNING & DESIGN SECTION, QAS, & COA (3RD QUARTER CONSOLIDATED), DPWH-SURIGAO DEL NORTE 2ND ENGINEERING, SURIGAO CITY
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Tel. No./Cell No.



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
SURIGAO DEL NORTE 2ND
DISTRICT ENGINEERING OFFICE
Surigao City, Surigao del Norte, Region XIII

P.R NO. 24-08-0254

VARIOUS OFFICE SUPPLY

Stock No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
1	boxes	US Bondpaper, A4	150		
2	boxes	US Bondpaper, Long	82		
3	boxes	US Bondpaper, short	17		
4	boxes	A3 Size Bondpaper	62		
5	dozens	Expandable Folder. Long (assorted)	4		
6	dozens	Expandable Folder. Short	4		
7	dozens	Expandable envelope, A4	2		
8	dozens	Expandable envelope, Long	3		
9	dozens	Folder white, short	3		
10	dozens	Folder white, A4	3		
11	dozens	Folder White, Long	39		
12	dozens	Brown envelope Long (24pcs)	15		
13	dozens	Brown envelope, A4 (24pcs)	1		
14	dozen	Mailing envelope (Long)	3		
15	dozens	Mailing envelope (short)	1		
16	boxes	Pencil medium #2 (12 pcs/box)	18		
17	boxes	Paper Clip, medium	6		
18	boxes	Paper Clip, big	43		
19	boxes	Signpen Gel-pen 0.5mm, blue (12pcs/box)	7		
20	boxes	Signpen Gel-pen 0.5mm, black (12pcs/box)	16		
21	boxes	Signpen Gel-pen 0.5mm, green(12pcs/box)	5		
22	box	Signpen (uni-ball impact), black (12pcs/box)	6		
23	box	Signpen (uni-ball impact), blue (12pcs/box)	6		
24	box	Signpen (eye ball 0.5) black (12pcs/box)	14		
25	box	Signpen (eye ball 0.5) blue (12pcs/box)	4		
26	boxes	Refill Signpen (eye ball 0.5) black (12pcs/box)	10		
27	boxes	Refill Signpen (eye ball 0.5) blue (12pcs/box)	5		
28	boxes	Signature pen 1.0, blue	10		
29	boxes	V5 Hi Tech Point Ballpen, Blue	3		
30	boxes	V5 Hi Tech Point Ballpen, Black	3		
31	boxes	G-Tech C4 Sign pen, blue	8		
32	boxes	G-Tech C4 Sign pen, black	8		
33	boxes	Ballpen (uni-ball signo 307), Blue	2		
34	boxes	Ballpen (uni-ball signo 307), Black	2		
35	boxes	Ballpen (smooth ink pen 0.7), Blue	21		
36	boxes	Ballpen (smooth ink pen 0.7), Black	23		
37	boxes	Energel Pentel 0.5, blue	1		
38	boxes	Energel Pentel 0.5, black	3		
39	boxes	Correction Tape (12pcs/box)	2		
40	pcs	Correction pen	2		
41	rolls	Scotch tape 1"	45		
42	rolls	Scotch tape 2"	17		
43	rolls	Scotch tape 3"	5		
44	rolls	Masking Tape 1"	20		
45	rolls	Masking Tape 2"	28		
46	rolls	Masking Tape 3"	21		

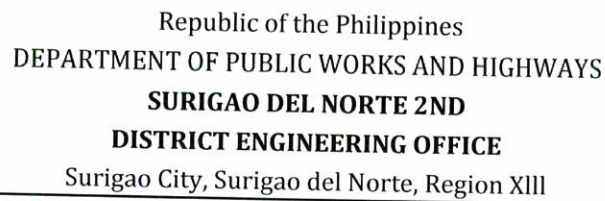


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DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
SURIGAO DEL NORTE 2ND
DISTRICT ENGINEERING OFFICE
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P.R NO. 24-08-0254

VARIOUS OFFICE SUPPLY

Stock No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
47	rolls	Packaging Tape	5		
48	rolls	Double sided tape, medium	49		
49	pcks	Double sided Photopaper, A4	30		
50	pcks	Double sided Photopaper, Long	30		
51	boxes	Super Color Marker (black	2		
52	boxes	Paper Fastener,short (7cm)	37		
53	boxes	Paper Fastener Long	2		
54	packs	Sticker paper, A4	78		
55	packs	Sticker paper, Long	63		
56	pcks	Photopaper, A4	48		
57	pcks	Matte Photopaper, A4	25		
58	reams	Colored paper	10		
59	packs	Customized Sticky notes (5 colors)	50		
60	packs	Sticky notes 3x3	108		
61	boxes	Binder Clip, small	25		
62	boxes	Binder Clip, medium	18		
63	boxes	Binder Clip Big	22		
64	pads	Photopaper, Long	6		
65	pcs	Rubber Eraser	10		
66	pcs	Pressedboard Folder, Long	600		
67	pcs	Ruler (12 inches)	35		
68	pcs	Sharpener	2		
69	boxes	Staple Wire No.35	77		
70	boxes	Staple Wire No.23/13	20		
71	pcs	Stapler HD-50R	29		
72	pcks	Battery AA (4pcs/pcks)	12		
73	btls	Elmers Glue	28		
74	boxes	Pentelpen, blue	1		
75	boxes	Pentelpen, black	6		
76	boxes	Uni Pen Fine Line (Water and Fade Proof, Pigment)0.7	5		
77	boxes	Fine Tech, 0.3mm, black	5		
78	pcs	Number Stamp	11		
79	pcs	Record Book (300 pages)	30		
80	pcs	Record Books (500pages)	6		
81	boxes	Field Book (Engineer)	30		
82	pcs	Stainless steel Scissors (150mm) (all purpose)	16		
83	pc	Paper Tray (3 layer)	3		
84	pcs	Scientific Calculator (fx991ES plus)	2		
85	pcs	Puncher heavy duty	14		
86	pcs	White Board 1.5 x2 ft	6		
87	boxes	Pencil, Steadler	5		
88	boxes	Color Pencil	10		
89	pcs	Measuring Tape (8m)	10		
90	pcs	Measuring Tape (50m)	20		

**VARIOUS OFFICE SUPPLY**

PURPOSE:	FOR USE IN THE ADMINISTRATIVE SECTION, BAC UNIT, ACCOUNTING SECTION, ICT, PROCUREMENT UNIT, CONTRACT MANAGEMENT UNIT, ODE, ADE, MONITORING UNIT, CONSTRUCTION SECTION, PLANNING & DESIGN SECTION, QAS, & COA (3RD QUARTER CONSOLIDATED), DPWH-SURIGAO DEL NORTE 2ND ENGINEERING, SURIGAO CITY
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