

Republic of the Philippines
Province of Nueva Ecija
Municipality of Talavera

Purchase of Office Supplies, Office Equipment & IT Equipment
use for Municipality of Talavera

BID FORM

Date: _____

To: **ALFREDO S. ATRAJE**
BAC Chairman
Local Government Unit of Talavera
Talavera, Nueva Ecija

We, the undersigned, declare that:

- (a) We have examined and have no reservation on the Bidding Documents (Bids), for the above projects.
- (b) We offer to execute the Works for this Contracts in accordance with the Bid and Bid Data Sheet, General and Special Conditions of Contract accompanying this Bid;

The total price of our Bid for the above projects, excluding any discounts offered in item (d) below is:

_____ (**Php** _____)

The discounts offered and the methodology for their application are: n/a ;

- (c) Our Bid shall be valid for a period of one hundred twenty (120) days from the date fixed for our Bid submission deadline in accordance with the Bidding Documents, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- (d) If our Bid is accepted, we commit to obtain a Performance Security in the amount of five (5%) percent of the Contract Price for the due performance of the Contract,
- (e) Our firm including any subcontractors or suppliers for any part of the Contract are all Filipino citizen,
- (f) We are not participating, as Bidders, in more than one Bid in the bidding process, other that alternative offers in accordance with the Bidding Document;
- (g) Our firm, it affiliates or subsidiaries, including any subcontractors of suppliers for any part of the Contract, has not been declared ineligible by the Funding Source;
- (h) We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal Contract is prepared and executed; and
- (i) We understand that you are not abound to accept the Lowest Evaluated Bid or any other Bid that you may receive.

Name : _____

In the capacity of : _____

Signed : _____

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

Date Signed : _____

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SUMMARY OF BID PRICES

(All Parts of Bill of Quantities)

Instructions for completing the Summary of Bid Prices:

1. Part No. – Enter the “Part No.” for each section of the BOQ where unit prices are entered.
2. Part Description – Enter the “Part Description” corresponding to the “Part No.”
3. Total Amount – Enter the “Total Amount” in Pesos for all pages having the same “ Part Description”

Part No.	Part Description	Total Amount
1	Purchase of Office Supplies, Office Equipment & IT Equipment use for Municipality of Talavera	

Name : _____ in the Capacity of _____

Signed : _____ Date : _____

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

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BILL OF QUANTITIES

(Column (1), (2), (3) and (4) are to be filled up by the Procuring Entity)				(Column (5), and (6) are to be filled up by the Bidder)	
Pay Item No.	Description	Quantity	Unit	Unit Price (Pesos)	Amount (Pesos)
(1)	(2)	(3)	(4)	(5)	(6)
1	AICS Forms	30	rms		
2	Ballpen Crystal Clear	4	bxs		
3	Bond Paper Subs 24 Long	10	rms		
4	Bond Paper Subs 24 Short	5	rms		
5	Bond Paper Subs 20 Long	10	rms		
6	Bond Paper Subs 20 Short	10	rms		
7	Brown Envelope Long	50	pcs		
8	Certificate of Live of Birth Forms	20	pads		
9	Columnar Pad 24 Column	1	pc.		
10	Coffee Mix	11	bxs		
11	Chocolate Mix	5	bxs		
12	Correction Tape	2	pc		
13	Disposable Cups	30	bxs		
14	Disposable Sppon	30	packs		
15	Disbursement Forms	1	rms		
16	Drone with the following specifications:	1	unit		
	Fold down as small as bottle of water,				
	making it small enough to brings with				
	New Ocusync Transmission system offers up				
	4.3 miles (7 km) of transmission range.				
	Fly at up to momph (64kmh) or fast as long				
	27 minutes. True 4k, fully stabilized ensures				
	footage active track, tap fly and other smart				
	make professional looking video effortless.				
	avoidance combined with sensor redundancy				
	increases flight safety and reliability. Vision				
	paired GPS and GLONASS ensures precise				
	indoor and outdoors. Fly by phone over WI-FI				
	for even easier flight DJI Mavic Pro easier				
17	Desktop Computer Core I3, 500HD, 2GB Memory with Keyboard & Optical Mouse, AVR and Back-Up UPS	2	sets		
18	Desktop Computer Core I7, Windows 10, 1TB Hardisk, 4GB Memory, 18" LED Monitor w/ Keyboard and Mouse with 500W	1	sets		
19	Fastener Platic Coated	4	bxs		
20	Folder w/ Plastic Grip, Legal Size	30	pcs		

21	Laptop	1	unit		
	Intel Core I7 7500U 2.7GHz, Windows 10 Home, 4GB DDR4 2133MHz SDRAM, 15.6" LED Backlit FHD, 1TB 5400 RPM SATA HDD, Super Multi-DVD, Chicklet Keyboard, Multi-Format Card Reader, VGA Web Camera, Wi-Fi Ready, Built-in Bluetooth V4.0 Built-in Stereo and Microphone 3				
22	Letterhead Black Legal Size	50	rms		
23	Letterhead Black Letter Size	50	rms		
24	Letterhead Colored Letter Size	60	rms		
25	Memo Pad Paper	100	pads		
26	Mini Laptop (Notebook)	1	unit		
	Intel Pentium Quadcore Processor N3700, 2 MB L2 Cache, 16 GHZ up to 2.4GHz with Intel Burst Technology, Windows 10, 4GB Single Channel DDR3, 500GB 2.5 Inch 5400 RPM, 11.6" LED Display, Li-Ion Battery				
27	Notebook, Whitebond, 40 Leaves	20	pcs		
28	Notebook (Laptop)	10	units		
	Atom Processor, 1.83 GHz 2GB DDR3L				
29	Paper Clip Coted Big	30	bxs		
30	Paper Clip Coted Small	30	bxs		
31	Paste	24	jars		
32	Pencil	28	bxs		
33	Permanent Marker	36	pcs		
34	Permanent Marker Ink	24	pcs		
35	Plastic Cover Thick	30	rms		
36	Printed Forms Short Affidavit	50	rms		
37	Printed Forms Long	40	rms		
38	Permafilm Carbon Long	1	box		
39	Printer Ink NR 60 Black	1	pc.		
40	Printer Ink NR 60 Colored	1	pc.		
41	Printer Ink NR 704 Black	1	pc.		
42	Printer Ink NR 704 Colored	1	pc.		
43	Printer Ink LC9BK Black	30	bxs		
44	Printer Ink Cyan'	30	bxs		
45	Printer Ink Magenta	30	bxs		
46	Printer Ink Yellow	29	bxs		
47	Printer Ink Ribbon LX 300	36	bxs		
48	PrinterInk Epson T6641 Black'	2	btl		
49	PrinterInk Epson T6642 Cyan	2	btl		
50	PrinterInk Epson T6643 Magenta	2	btl		
51	PrinterInk Epson T6644 Yellow	2	btl		
52	Projector Screen Folded & Remote Type (8ft	1	unit		
53	Ribbon Manual Typewriter	6	bxs		
54	Record Book 500pages	5	pcs		
55	Record Book 300pages	12	pcs		
56	Scotch Tape	18	pcs		
57	Signing Pen	600	pcs		
58	Special Paper Certification	36	packs		
59	Staple Wire No. 35	8	bxs		

60	Toner Photocopy Machine	3	tube		
61	T-Shirt w/ Print	578	pcs		
62	Whiteboard Marker	24	pcs		
63	Yellow Pad Paper	73	pads		
64	3 Tonner Package Type Aircon with	1	unit		
TOTAL					

AMOUNT IN WORDS _____
 _____.

Submitted by:

 Name and Signature of Bidder's/Representative

Date : _____

Position : _____

Name of Bidder : _____