

Republic of the Philippines  
Province of Nueva Ecija  
Municipality of Talavera

Purchase of Office Supplies, Janitorial Supplies, Sports Materials, Accessories, Office  
Equipment & ICT Equipment use for Municipality of Talavera

**BID FORM**

Date: July 25, 2017

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 : \_\_\_\_\_

Republic of the Philippines  
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Municipality of Talavera

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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, Janitorial Supplies, Sports Materials, Accessories, Office Equipment & ICT Equipment	

Name : \_\_\_\_\_ in the Capacity of \_\_\_\_\_

Signed : \_\_\_\_\_ Date : \_\_\_\_\_

Duly authorized to sign the Bid for and on behalf of \_\_\_\_\_

Province of Nueva Ecija  
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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	Alcohol, Rubbing, 500 ml/btl, 70% Isopropyl	84	btls		
2	Air Freshener Aerosol Type (btls)	24	btls		
3	Air Freshener Scented Gel (180g)	6	btls		
4	All in One Printer, Scanner & Copier	1	unit		
5	Ballpoint Pen,BF S-F	42	bxes		
6	Ballpen Point Crystal Body	9	bxes		
7	Ballpen 0.5	6	pcs		
8	Ballpen Point	3	bxes		
9	Ballpen 1423, 50pcs/box	2	box		
10	Balloons	30	pcs		
11	Battery, Calculator	2	pcs		
12	Battery, AA	25	pcs		
13	Battery, AAA	12	pcs		
14	Basketball Ball	2	pcs		
15	Basketball Net	2	pcs		
16	Bathroom Soap	30	pcs		
17	Binder Clip (Black/Colored)	20	pcs		
18	Blouse and Pants	8	sets		
19	Bond Paper, 11"x17", 297 x 420 mm, 75gsm	3	rms		
20	Bond Paper, Subs 16, 216x279cm	10	rms		
21	Bond Paper, Subs 16, 210x279cm	10	rms		
22	Book Cover Bolt	15	pcs		
23	Bookshelves (4ft x 1.2ft x 16ft)	5	units		
24	Brush	5	pcs		
25	Bulletin Board 4x8	2	pcs		
26	Business Card Index	200	pcs		
27	Business White Envelope Legal Size	5	bxes		
28	Calculator 12 Digits	8	pcs		
29	Calculator 14 Digits	4	pcs		
30	Cartolina	60	pcs		
31	Carbon Film, 216 x 330 mm, 100s/box,	14	bxes		
32	Carbon Film, 216 x 330 mm, 100s/box, Black	9	bxes		
33	Carbon Film, Legal, 100s/box, Permafilm blue	12	bxes		
34	Card Envelope	50	pcs		
35	Chess Clock	2	pcs		
36	Chess Set	2	set		
37	CD-RW	158	pcs		
38	Clearbook Assorted	30	pcs		

39	Clip Backfold	12	bxs		
40	Combat Shoes	2	pairs		
41	Computer Mouse	7	pcs		
42	Contineous Forms 3 Ply 280x241mm 500	2	bxs		
43	Correction Fluid, 20ml/btl	26	pcs		
44	Correction Tape, 20m	90	pcs		
45	Correction Tape, 20m	7	bxs		
46	Copier/Laser for Payroll	4	rms		
47	Copier/Laser Long	80	rms		
48	Copier/Laser Short	40	rms		
49	Copier Toner (Xerox Machine)	1	pcs		
50	Crown Megaphone	2	pcs		
51	Crutches	15	pairs		
52	Cutter Ordinary	1	pcs		
53	Cutter Blade, 10pcs/tube	1	tube		
54	Debit/Credit Advice	2	rms		
55	Delta Uniform	21	pcs		
56	Desktop Computer Core I3	2	set		
57	Desktop Computer IntelCoreI7 1TB, 4GB	2	set		
	18" LED Monitor 500W AVR, Optical Mouse				
	and Keyboard				
58	Detergent Powder	3	packs		
59	Detergent Bar Small	100	bars		
60	Detergent Bar Big	57	bars		
61	Dipper	10	pcs		
62	Disbursement Voucher	4	rms		
63	Dishwashing Liquid	25	btls		
64	Dust Pan	30	pcs		
65	Doormat Rubber	5	pcs		
66	Envelope, brown (Long)	1239	pcs		
67	Envelope, brown (Short)	155	pcs		
68	Eraser Felt	5	pcs		
69	External Hardrive 4TB	2	pcs		
70	Electrical Tape	2	pcs		
71	FAAS Forms	12	pcs		
72	Fake Flood	2	btls		
73	Fastener, metal w/ plastic coating, box	49	bxs		
74	Fastener - Metal (Rust Free & Sharp	9	boxes		
75	File Magazine Holder	60	pcs		
76	File Rack	10	pcs		
77	Filer	27	pcs		
78	Filing Box	8	pcs		
79	Flag	26	pcs		
80	Flashdrive 8GB	1	pc		
81	Flashdrive 16GB	13	pcs		
82	Flashdrive 32GB	2	pcs		
83	Flower with Vase	4	pcs		
84	Folder Long	50	rms		
85	Folder Long	93	pcs		
86	Folder Short	440	pcs		

87	Folder Expanded	240	pcs		
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88	Folder with Plastic Grip Legal Size	132	pcs		
89	Frame for Certification Legal Size	70	pcs		
90	Frame for Certification Letter Size	10	pcs		
91	Fabricated Barricade	2	pcs		
92	Forms, Pahintulot sa Pagbubukas ng Nitso	10	pads		
93	Forms, Pahintulot sa Paglilibing	15	pads		
94	Glass Cleaner - (btls.)	6	btls		
95	Glue	20	btls		
96	Gloves, Cotton Knitted, Rubberized Palm	224	pcs		
97	Hand Soap, Liquid Antibacterial, 250ml	1	btls		
98	I-Gel Pen, 12 pcs/box	1	box		
99	Illustration Board 1/4	25	pcs		
100	Index Card 3x5	10	packs		
101	Index Card 4x6	10	packs		
102	Insecticide	6	btls		
103	Journal Entry Voucher	2	rms		
104	Journal 2 Cols	2	pcs		
105	Keyboard	4	pcs		
106	Laptop IntelCoreI7	2	units		
107	Letterhead Black Legal Size	12	rms		
108	Letterhead Black Letter Size	12	rms		
109	Letterhead Colored Legal Size	12	rms		
110	Letterhead Colored Letter Size	12	rms		
111	Long Sleeve with Print	14	pcs		
112	LV5 Ballpoint Pen, 50pcs/box	1	box		
113	Laptop CoreI5, 1.6 GHz, 4GB Memory, Supermulti DVD Burner, 14 Inch Display, 1366x768 Resolution, Wifi Ready, Connectivity: HDMI, USB 3.0, Bluetooth, Reader & Built In Camera	1	unit		
'114	Mailing Envelope	51	pcs		
'115	Mailing Envelope	6	bxs		
'116	Manila Paper	5	packs		
'117	Marking Pen, Permanent (assorted), pcs	70	pcs		
'118	Marking Pen, Semi-Permanent (assorted), pcs	13	pcs		
'119	Masking Tape	13	pcs		
'120	Mechanical Pencil	3	pcs		
'121	Memo Pad Paper	55	pads		
'122	Mopler with Head	25	pcs		
'123	Mopler Head	13	pcs		
'124	Mosquito Killer	6	cans		
'125	Mous Pad	2	pcs		
'126	Multi-Purpose Cleaner	5	btls		
'127	Multi-Purpose Cleaner	6	cont		
'128	Muriatic Acid	5	cont		
'129	Muriatic Acid	5	btls		
'130	Name Stamp	7	pcs		
'131	Notebook 40 leaves	32	pcs		
'132	Obligation Request Forms	12	rms		
'133	Onion Skin Paper 210x279cm	10	rms		

'134	Orange Reflectorized Traffic Barrier	3	pcs		
'135	ORC	500	pcs		
'136	Office Chair Swivel	2	pcs		
'137	Office Table 2x3 with Top Glass	1	unit		
'138	Office Table 2x4 with Top Glass	2	pcs		
'139	Office Table 2.5x4 with Top Glass	3	units		
'140	Packing Tape	8	pcs		
'141	Pants	14	pcs		
'142	Pail 16L	14	pcs		
'143	Par Light 36" LED	6	pcs		
'144	Paper, Bond, 216 x 279 mm, 75gsm (Short)	172	rms		
'145	Paper, Bond, 216 x 330 mm, 75gsm (Long)	95	rms		
'146	Paper, Bond, 8.5x13, 70gsm (Long)	53	rms		
'147	Paper, Bond, 8.5x11, 70gsm (Short)	12	rms		
'148	Paper, Bond, 8.5x14, Subs 24 (Long)	60	rms		
'149	Paper, Bond, 8.5x11, Subs 24 (Short)	10	rms		
'150	Paper Clip, Gem type, big, vinyl coated, box	40	bxs		
'151	Paper Clip, Gem type, small, vinyl coated,	62	bxs		
'152	Paper Sticker	10	pcs		
'153	Paste, solid w/ water well & applicator	5	jars		
'154	Paste Small	10	pcs		
'155	Paste Med.	7	pcs		
'156	Pencil, lead w/ eraser, 12 pcs/box	42	bxs		
'157	Pencil Colored	20	pcs		
'158	Permanent Marker	1	box		
'159	Petty Cash Voucher	4	rms		
'160	Ping Pong Balls	2	pcs		
'161	Plastic Cover	15	yards		
'162	Plastic Cover Thick	11	yds		
'163	Plastic Envelope	40	pcs		
'164	Printer Ink HP No 60 Black	10	pcs		
'165	Printer Ink HP No 60 Colored	2	pcs		
'166	Printer Ink HP No 704 Black	30	pcs		
'167	Printer Ink HP No 704 Colored	35	pcs		
'168	Printer Ink Cont. Ink Brothers Black	8	btls		
'169	Printer Ink Cont. Ink Brothers Colored	2	btls		
'170	Printer Ink, Black, btls.	12	btls		
'171	Printer Ink, Colored, btls.	18	btls		
'172	Printer Ink HP No 21 Black	24	pcs		
'173	Printer Ink HP No 22 Colored	17	pcs		
'174	Printer Ink Epson Black	66	btls		
'175	Printer Ink Epson Cyan	60	btls		
'176	Printer Ink Epson Magenta	60	btls		
'177	Printer Ink Epson Yellow	60	btls		
'178	Printe Ribbon LX 300	3	pcs		
'179	Printer Ink Cannon No 40	15	pcs		
'180	Printer Ink Cannon No 41	15	pcs		
'181	Printer Ink No 810	12	pcs		
'182	Printer Ink No 811	12	pcs		
'183	Printed Forms (AICS Forms)	30	rms		

'184	Puncher HD	4	pcs		
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'185	Printer Ink No 678 Black	18	pcs		
'186	Printer Ink No 678 Colored	15	pcs		
'187	Printer Ink, HP C6578D (Colored)	4	pcs		
'188	Printer Ink, HP 51645A (Black)	4	pcs		
'189	Printer Ink, HP 56 (Black)	1	pcs		
'190	Printer Ink, HP 57 (Colored)	1	pcs		
'191	Printer Ribbon, 8750 Refill	5	pcs		
'192	Printer Ink No 704 Colored & Black	2	sets		
'193	Printer Cartridge 2180	2	bxs		
'194	Printer Ribbon LX 300	9	bxs		
'195	Printed Form (Long)	3	rms		
'196	Printed Form (Short)	4	rms		
'197	Purchase Order	4	rms		
'198	Purchase Request	4	rms		
'199	Push Brush	8	pcs		
'200	PVC Binding Element	10	packs		
'201	Quad Cane	10	pcs		
'202	Record Book, 500 pages, 216 x 280 mm	38	pcs		
'203	Record Book, 300 pages, 216 x 280 mm	14	pcs		
'204	Ribbon, Nylon, Manual typewriter, box	60	pcs		
'205	Rubber Eraser, soft, 20 x 10 mm, pcs	5	pcs		
'206	Rubber Bond Big	5	bxs		
'207	Rubber Bond Small	5	bxs		
'208	Rubber Stamp	7	pcs		
'209	Ruler Plastic 12"	10	pcs		
'210	Ribbons	20	pcs		
'211	Rain Boots, HD	2	pairs		
'212	Reflectorized Traffic-Vest	3	pcs		
'213	Rain Coat, HD	2	pcs		
'214	Retro Reflectorized Traffic Cones 28" ht.	3	pcs		
'215	Report of Collection & Deposit	9	rms		
'216	RPTAR	1060	pcs		
'217	Rubber Bond, Size: stationary No. 18 (350)	2	bxs		
'218	Rake	2	pcs		
'219	Scissor	10	pcs		
'220	Scotch Tape	59	pcs		
'221	SD Card	2	pcs		
'222	Sign Pen, black & blue, pcs	24	pcs		
'223	Sign Pen, black & blue, pcs	9	bxs		
'224	Special Paper Certification	65	packs		
'225	Specialty Paper	20	pcs		
'226	Special Paper for Transcript of Record	10	packs		
'227	Sports Uniform (Short & Shirt)	130	sets		
'228	Sports Uniform (Pants & Jacket)	20	sets		
'229	Sports Uniform T-Shirt	20	pcs		
'230	Stamp Pad Ink	4	btls		
'231	Stamp Pad	11	pcs		
'232	Staple Wire Remover	5	pcs		
'233	Staple wire, No. 35, 5000s/box	55	bxs		
'234	Staple wire, No. 10, 5000s/box	22	bxs		

'235	Stapler No. 35	13	pcs		
'236	Stapler No. 10	1	pc		

'237	Stick Cane	12	pcs		
'238	Stick Broom	242	pcs		
'239	Softbroom	41	pcs		
'240	Sponge, Dishwashing	1	pcs		
'241	Shovel (Lapad)	4	pcs		
'242	Shovel (Pointed)	4	pcs		
'243	Styro 1/2	5	pcs		
'244	Tape, transparent, 48 mm (2'), 50m Length	19	rolls		
'245	Tape, transparent, 24 mm (2'), 50m Length	38	rolls		
'246	Toilet Tissue, 2 ply sheets, roll	84	pcs		
'247	Toilet Tissue, 2 ply sheets, roll	29	bundles		
'248	Technical Pen Ink	1	pcs		
'249	Technical Pen 0.5mm	2	pcs		
'250	Tracing Paper	6	pcs		
'251	Tax Declaration Form	12	pcs		
'252	TMCR Form	160	pcs		
'253	Toilet Bowl Cleaner	6	cont		
'254	Toilet Bowl Cleaner	10	btls		
'255	Toilet Deodorizer	35	pcs		
'256	Tarpaulin 4x8	106	pcs		
'257	Tarpaulin 3x21	100	pcs		
'258	Tarpaulin 6ft x 5ft - Barangay	53	pcs		
'259	Tarpaulin 6ft x 5ft - School	50	pcs		
'260	Tarpaulin 8x8	1	pcs		
'261	Tarpaulin 3x7	2	pcs		
'262	Tarpaulin Roll Up 3x7	2	pcs		
'263	Tarpaulin 2x8	2	pcs		
'264	Table Tennis Racket	8	pcs		
'265	Table Tennis Net	2	pcs		
'266	T-Shirt with Prints	28	pcs		
'267	Tape Dispenser	1	pcs		
'268	Tape Transparent	10	pcs		
'269	Thumbtacks	2	bxs		
'270	Trash Box	11	pcs		
'271	T-Shirt with Print (Ord.)	125	pcs		
'272	Tax Clearance Forms	5	rms		
'273	Traffic Gloves (Orange/Green)	10	pcs		
'274	Traffic Cap with print	2	pcs		
'275	Toilet Brush	10	pcs		
'276	Toilet Pump	7	pcs		
'277	Television (LED 32")	17	pcs		
'278	Typewriter w/ Table	1	unit		
'279	UPS	2	pcs		
'280	Walker	12	pcs		
'281	Wheel Chair	2	units		
'282	Windows Type Aircon 1.5HP	1	unit		
'283	Windows Type Aircon 2HP	1	unit		
'284	Whiteboard Marker	24	pcs		

'285	Whiteboard Marker	6	bxs		
'286	Yellow Pad Paper	61	pads		
'287	Yellow Pad Paper	6	bundles		



288	Xerox Copier Machine	1	unit		
	with the following specificatio:				
	up to 18 pages A4 and 8 pages A3/Min				
	ID Card Copy function, Standard paper				
	of 400 sheets, Long Life components for				
	efficiency and reliability, 600 dpi laser				
	with 256 greyscale copying for crisp text and				
	realistic photo				
299	0.5RX Pen 12pcs/box	10	bxs		
300	3 In 1 Printer A3 Size with Continuous Ink	1	unit		
301	3 In 1 Printer	1	unit		
302	3 in 1 Printer Cont. Ink System	2	units		
				TOTAL	

AMOUNT IN WORDS \_\_\_\_\_  
 \_\_\_\_\_

SUBMITTED BY:

\_\_\_\_\_  
 Name and Signature of Bidder's/Representative Date : \_\_\_\_\_

Position : \_\_\_\_\_

Name of Bidder : \_\_\_\_\_