



REPUBLIC OF THE PHILIPPINES
CITY OF LAPU-LAPU 6015
BIDS AND AWARDS COMMITTEE



INVITATION TO BID FOR VARIOUS INKS AND TONERS FOR DIFFERENT OFFICES OF LAPU-LAPU CITY GOVERNMENT

The **City of Lapu-Lapu**, through the **MOOE FUNDS 1061-5-02-03-010** intends to apply the sum of **Two Million Two Hundred Forty-One Thousand One Hundred Pesos (₱ 2,241,100.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the procurement of **VARIOUS INKS AND TONERS FOR DIFFERENT OFFICES OF LAPU-LAPU CITY GOVERNMENT** under P.R No. **26-03-0410**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

- 1) The **City of Lapu-Lapu** now invites bids for **VARIOUS INKS AND TONERS FOR DIFFERENT OFFICES OF LAPU-LAPU CITY GOVERNMENT**. (CGSO)

ITEM NO.	QTY.	UNIT OF ISSUE	ITEM DESCRIPTION
1.	80	CARTRIDGE	TONER CARTRIDGE, TN, 2560XL, BLACK
2.	70	PIECE	TONER CARTRIDGE, CRG054, MAGENTA
3.	70	PIECE	TONER CARTRIDGE, CRG054, YELLOW
4.	70	PIECE	TONER CARTRIDGE, CRG054, CYAN
5.	120	PIECE	TONER CARTRIDGE, CRG054, BLACK
6.	120	CART	TONER CARTRIDGE, 85AO, BLACK
7.	50	PIECE	TONER CARTRIDGE, 55A, BLACK
8.	70	BOTTLES	INK, T2/70ML, YELLOW
9.	70	BOTTLES	INK, T2/70ML, MAGENTA
10.	70	BOTTLES	INK, T2/70ML, CYAN
11.	120	BOTTLE	INK, T2/70ML, BLACK
DELIVERY: - ONE TIME DELIVERY - SEVEN (7) CALENDAR DAYS UPON RECEIPT OF P.O./NOA			

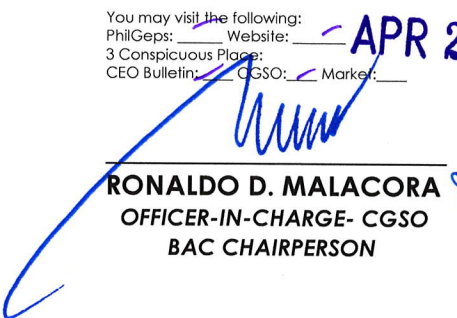
Delivery of items are to be delivered **within Seven (7) Calendar Days upon receipt of Notice of Award/Purchase Order**. Bidders should have completed, within ten (10) years from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instructions to Bidders.

- 2) Bidding will be conducted through competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the IRR of RA No. 12009.
 - j) 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 No. 5183.
- 3) Interested Bidders may obtain further information from *the City of Lapu-Lapu through the Bids and Awards Committee, located at the 2/F City General Services Office, City Hall, Pusok, Lapu-Lapu City* and inspect the Bidding Documents at the address given below from **8:00 a.m to 4:00 p.m.**
- 4) A complete set of Bidding Documents may be acquired by interested Bidders from **April 27, 2026 (from 8 a.m. to 5 p.m.) until on or before 12 noon May 19, 2026** from **BAC Office located at the 2/Floor of the City General Services Office, City Hall, Pusok, Lapu-Lapu City** and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **₱ 5,000.00**. The Procuring Entity shall allow the bidder to present its proof of payment for the fee for the Bidding Documents during the period provided in the preceding paragraph.
- 5) The City of Lapu-Lapu/ BAC will hold a **Pre-Bid Conference** on **May 05, 2026 (1:30 P.M.)** at **BAC Conference Room located at 2/Floor City General Services Office, Pusok, Lapu-Lapu City**, which shall be open to prospective Bidders.
- 6) Bids must be duly received by the Bids and Awards Committee (BAC) Secretariat through the given address above **on or before 12 Noon of May 19, 2026.** Late bids shall not be accepted.
- 7) All Bids must be accompanied by a Bid Security in any of the acceptable forms and in the amount stated in ITB Clause 16.1.
- 8) Bid opening shall be on **May 19, 2026 (1:30 P.M.)** at **BAC Conference Office, located at 2/Floor City General Services Office, Pusok, Lapu-Lapu City.** Bids will be opened in the presence of the Bidders' representatives who choose to attend the activity.
- 9) The City of Lapu-Lapu/ BAC reserves the right to reject any all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 70 of R.A. No. 12009, without incurring any liability to the affected Bidder of Bidders.

For further information, please refer to:
Vanessa Jeanne A. Dela Serna
 BAC Secretariat
 City General Service Office

You may visit the following:
 PhilGeps: _____ Website: _____
 3 Conspicuous Place: _____
 CEO Bulletin: _____ CGSO: _____ Market: _____

APR 27 2026


RONALDO D. MALACORA
 OFFICER-IN-CHARGE- CGSO
 BAC CHAIRPERSON

27th Day of April, 2026
 (PhilGeps Posting Date)