

Republic of the Philippines
Province of Cebu
MUNICIPALITY OF BALAMBAN
Balamban, Cebu
Telefax: (032) 316 – 4960
OFFICE OF THE BIDS and AWARDS COMMITTEE

**INVITATION TO BID FOR
OFFICE EQUIPMENT (Copier)**

1. The Municipality of Balamban, through the HRD Office – Office Equipment (Cont.) intends to apply the sum of SEVENTY THOUSAND PESOS ONLY (₱ 70,000.00) being the Approved Budget for the Contract (ABC) to payments under the contract stated below. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The Municipality of Balamban, now invites bids for OFFICE EQUIPMENT (Copier). Delivery of Goods is required 30 days after the issuance of the Notice of Award. Bidders should have completed, within 15 calendar days 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. Instruction to Bidders.
3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary “pass/fail” criterion as specified in the Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the “Government Procurement Reform Act”.

Bidding is restricted to Filipino citizen/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) citizens or organizations of a country the laws or regulations of which grant similar right or privileges to Filipino citizens, pursuant to RA 5183 and subject to Commonwealth Act 138.

4. Interested bidders may obtain further information from the Municipality of Balamban and inspect the Bidding Documents at the address given below during 8:00 AM- 12:00 AM and 1:00 PM- 5:00 PM, Monday to Friday only.
5. A complete set of Bidding Documents may be purchased by interested Bidders on **July 6- 13, 2018** from the address below and upon payment of a nonrefundable fee for the Bidding Documents in the amount of **ONE HUNDRED PESOS ONLY (₱ 100.00).**
6. Bids must be delivered to the address below on or before **July 18, 2018**. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 18.

Bid opening shall be on **July 18, 2018 at 1:00 PM** at Office of the BAC, Market Operations Bldg., Balamban, Cebu. Bids will be opened in the presence of the Bidders’ representatives who choose to attend at the address below. Late bids shall not acceptable.

7. The Municipality of Balamban reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

For further information, please refer to:

EDGARDO S. CABAUG
Chairman, BAC
BAC Office, Market Operations Bldg.,
Balamban, Cebu
(032) 316- 4960

EDGARDO S. CABAUG
BAC Chairman

OFFICE EQUIPMENT (Copier) HRD

- 1

unit

Monochrome Copier w/ Electronic Stapler

A4: max 16ppm (Black & White)

A3:max 9ppm (Black & White)

Electrophotographic Laser

PDF,JPEG, 256 , Max A3

Standard:250 sheets

100-sheets universal A5-A3(64-157g/m^2)

29sec. Or less

Max 297x432 mm A3

Min A5 , 600x600 dpi

Dimension(WxHxD)570x531x449mm(w/o Option)1-99

Approx.23.6kg(w/o Option)

Watermark,n-up

2 in 1,4 in 1,density adjustment,sort/group,ID Card Copy,Book Copy

220-240V,50/60 Hz

Controller CPU/120 MHz Standard

Usb 2.0, GDI

Windows XP/Xp64/Vista/Vista64,Windows 7 32/64,Windows

Server 2003,2008,2008 R2

Electronic Stapler

2-70 sheets(64 gsm 5.5kg/16lb Bondpaper)

2 Staples per second

Auto Stapling,Adjustable approx. 6 to 18mm (1/4"x3/4")

Manual Stapling, adjustable approx 3 to 18mm(1/8" to 3/4")

100mm(4")(W)x112mm(1.1/2")(H)x210(8,1/4")(L)

1.2kg(2.7lbs)

Approx 13W

DC 24v,2.1AUse only Specified AC Adapter

(AC 100-240v,50-60Hz)Appended to Machine

5°C/41°F-35°C/95°F

Below 80% HR (non-condensation)

Contains a guaranteed minimumof 5,000 Staples)