



Republika ng Pilipinas

PAMAHALAANG LUNGSOD NG TACLOBAN
(City Government of Tacloban)
Kanhuraw Hill, Tacloban City 6500

BIDS AND AWARDS COMMITTEE

INVITATION TO BID

REF #019-03-2018 (MARCH 6, 2018)
CONSOLIDATED OFFICE SUPPLIES
5202956

The Procuring Entity through its Bids and Awards Committee (BAC), invites bidders/suppliers to apply for eligibility and to bid for the hereunder procurement:

- Name of Project** : Procurement of Office Supplies.
- End-user** : Various Offices of the City Government of Tacloban.
- Brief Description/
Specifications** : Consolidated Office Supplies for the 1st Quarter of CY 2018.
- Approved Budget
for the Contract /
Estimated Budget** : Php878,271.10
- Source of Funds** : General Fund
- Contract Duration** : 30 days

SCHEDULE OF ACTIVITIES:

| Procurement Stage | | Start Date | End Date | Time |
|--------------------|---|------------|------------|--------------------------------|
| Advertisement | : | 03/06/2018 | 03/13/2018 | From 8:00 A.M. to 5:00 P.M. |
| Pre-Bid Conference | : | n/a | n/a | 2:00 P.M. |
| Submission of Bids | : | 03/13/2018 | 03/13/2018 | Until 2:00 P.M. |

Prospective bidders may download and examine the attached Bid Documents by clicking the figure opposite the Associated Components.

Bid documents may be secured from the BAC Secretariat Office at the Executive Lounge, City Hall Bldg., Tacloban City upon payment of a non-refundable amount of **Php1,000.00** to the City Treasurer's Office.

Prospective bidders should have experience in undertaking a similar project within the last five (5) years with an amount of at least 50% of the proposed project for bidding, and have key personnel and equipment (owned, leased or under purchase) available for the implementation of the project.

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". Post-qualification of

the lowest calculated bid shall be conducted to determine the lowest calculated and responsive bid.

All particulars relative to eligibility Statement and Screening, Bid Security, Performance Security, Pre-Bidding Conference(s), Evaluation of Bids, Post-Qualification and Award of Contract shall be governed by the pertinent provisions of R.A. 9184 and its Implementing Rules and Regulation (IRR).

The City Government of Tacloban 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:

*Eunice J. Alcantara, DVM
BAC Chairman
Balyuan Livelihood Training Center
City Hall, Tacloban City*


EUNICE J. ALCANTARA, DVM
City Veterinarian
Chairman, BAC

City Hall Bulletin Board
New Bus Terminal Board
MASA
Procurement Unit
CGSO
End-user (CMO)