

**Section I**  
**INVITATION TO BID**

Republic of the Philippines  
Province of Albay  
CITY GOVERNMENT OF TABACO  
Tabaco City

**Bids and Awards Committee**

INVITATION TO BID

**For the Supply, Delivery & Installation of Furniture & Fixtures  
3<sup>rd</sup> Floor Tabaco City Hall Annex Building, Tabaco City  
Contract ID No. 001-01-2019-GOODS  
ABC: Php 3,115,074.00**

1. The *City Government of Tabaco*, through its *General Fund (Capital Outlay 2017 cont. 2019)* intends to apply the sum of *Three Million One Hundred Fifteen Thousand Seventy-Four Pesos (Php 3,115,074.00)* being the Approved Budget for the Contract (ABC) to payments under the contract for the *Supply, Delivery & Installation of Furniture & Fixtures, 3<sup>rd</sup> Flr. Tabaco City Hall Annex Building, Tabaco City, Contract ID No. 001-01-2019-GOODS*. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *City Government of Tabaco* through the Bids and Awards Committee (BAC) now invites bids for the *Supply, Delivery & Installation of Furniture & Fixtures, 3<sup>rd</sup> Flr. Tabaco City Hall Annex Building, Tabaco City*. Delivery of the Goods is required within *sixty (60) calendar days from receipt of Notice to Proceed*. Bidders should have completed within *three 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.
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 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 5183.

4. Interested bidders may obtain further information from the Bids and Awards Committee (BAC) through its Secretariat at the address given below from 9:00 AM-4:00PM.
5. A complete set of Bidding Documents may be acquired by interested Bidders on *January 17-February 08, 2019 from 9:00 AM to 4:00PM* from the address below upon submission of Letter of Intent (LOI) to participate and upon payment of a nonrefundable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of *Five Thousand Pesos (Php 5,000.00)*.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

6. The BAC will hold a pre-bid conference on *January 29, 2019, 2:00 P.M.* at the BAC Conference Room, Mezz. Flr. City Legal Office, 2F Annex Bldg., City Hall, Tabaco City, which shall be open only to all interested bidders who purchased the Bidding Documents.
7. Bids must be duly received by the BAC Secretariat at the address below on or before **February 11, 2019, 9:00 A.M.** 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 *February 11, 2019, 9:30 A.M.* at *BAC Conference Room, Mezz. Flr., City Legal Office, 2F Annex Building, City Hall, Tabaco City*. Bids will be opened in the presence of the Bidders’ representatives who choose to attend at the address below. Late bids shall not be accepted.

8. The summary of schedule of activities for this particular procurement shall be as follows, to wit:

Bid Particulars	Date/Time/Place
1) Advertisement / Posting in PhilGEPS website	January 17-24, 2019
2) Submission of Letter of Intent (LOI)	January 17-February 01, 2019, 9:00AM-4:00PM, BAC Secretariat, City Legal Office, 2F Annex Building, City Hall, Tabaco City

- |    |                           |   |
|----|---------------------------|---|
| 3) | Issuance of Bid Documents | January 17-February 08, 2019, 9:00AM-4:00PM,<br>BAC Secretariat, City Legal Office, 2F Annex<br>Building, City Hall, Tabaco City  |
| 4) | Pre-Bid Conference        | January 29, 2019, 2:00 PM., BAC Conference<br>Room, Mezz. Flr., City Legal Office, 2F Annex<br>Building, City Hall, Tabaco City   |
| 5) | Submission of Bids        | February 11, 2019, 9:00 A.M., BAC Conference<br>Room, Mezz. Flr., City Legal Office, 2F Annex<br>Building, City Hall, Tabaco City |
| 6) | Opening of Bids           | February 11, 2019, 9:30 A.M., BAC Conference<br>Room, Mezz. Flr., City Legal Office, 2F Annex<br>Building, City Hall, Tabaco City |
9. The *City Government of Tabaco* reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
10. For further information, please contact the Bids and Awards Committee (BAC) through its Secretariat at the trunk line numbers 487-5063 or 487-5796.

Given this 15<sup>h</sup> day of January 2019 at Tabaco City.

**ATTY. JOVITO BRON CODERIS, JR.**  
City Legal Officer / BAC Chairman