**Republic of the Philippines**

**Province of Albay**

**CITY GOVERNMENT OF TABACO**

**Tabaco City**

**Bids and Awards Committee**

**Invitation to Bid**

**Supply & Delivery of School Supplies for the Libreng Gamit sa Eskwela**

**City Mayor’s Office, Tabaco City**

**Contract ID No. 006-02-2019-GOODS**

**ABC: Php 5,186,450.00**

**February 25, 2019**

1. The ***City Government of Tabaco***, through the ***General Fund 2019*** intendsto apply the sum of ***Five Million One Hundred Eighty Six Thousand Four Hundred Fifty Pesos (Php 5,186,450.00)*** being the Approved Budget for the Contract (ABC) to payments under the contract for the ***Supply & Delivery of School Supplies for the Libreng Gamit sa Eskwela, City Mayor’s Office, Tabaco City under Contract ID No. 006-02-2019-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 of School Supplies for the Libreng Gamit sa Eskwela (see description below).***Delivery of the Goods is required within ***sixty (60) 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.

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Item No.** | **Qty** | **UOM** | **Description** | **Total Budget**  **per Item**  **(Php)** | |  |  |  | ***Supply & delivery of the following School Supplies for the “Libreng Gamit sa Eskwela Project”:*** |  | |  | 30,200 | pcs | Writing Notebook for Day Care, Kinder, Grade 1, 2 and 3 with personalized front cover, inside front cover, back cover & inside back cover; full coat 12, full colors with UV lamination;  Inside pages: Bond, substance 16, at least 80 leaves  Cover Design: With photography and layout concept of at least 3 layout design | 709,700.00 | |  | 37,200 | pcs | Writing Notebook for Grade 4, 5 and 6 with personalized front cover, inside front cover, back cover & inside back cover; full coat 12, full colors with UV lamination;  Inside pages: Bond, substance 16, at least 80 leaves  Cover Design: With photography and layout concept of at least 3 layout design | 874,200.00 | |  | 24,500 | pcs | Pad paper for Day Care, Kinder, Grade 1, 2, and 3;  Bond Substance 16, at least 80 leaves | 330,750.00 | |  | 9,800 | pcs | Pad paper for Grade 4; Bond substance 16, at least 80 leaves | 132,300.00 | |  | 22,700 | pcs | Pad paper for Grade 5 and 6; Bond substance 16, at least 80 leaves | 454,000.00 | |  | 11,500 | pcs | Pencil, jumbo | 115,000.00 | |  | 6,000 | pcs | Pencil No. 2 | 54,000.00 | |  | 6,700 | pcs | Crayons, double, 16 pcs | 284,750.00 | |  | 5,300 | pcs | Personalized Coloring Book for Day Care and Kinder (assorted), full coat 12, full color with UV lamination;  Inside pages: Black and white print, at least 16 pages;  Paper type: book #50; size: 8.5” x 11” | 212,000.00 | |  | 3,000 | pcs | Plastic Clear envelope, long size, without handle | 25,500.00 | |  | 45,000 | pcs | Ballpen, colors: Red, Blue, Black; 15,000 pcs. per color | 303,750.00 | |  | 6,900 | pcs | Personalized Knapsack bag, with foam and with printed city logo | 1,690,500.00 | |

1. 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 fifty percent (50%) 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.

1. 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.
2. A complete set of Bidding Documents may be acquired by interested Bidders on ***February 25-March 15, 2019 from 9:00 AM to 4:00PM*** from the address below upon payment of a nonrefundable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of ***Ten Thousand Pesos (Php 10,000.00).***

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.

1. The BAC will hold a pre-bid conference on ***March 05 2019, 9:30 AM*** at the BAC Conference Room, 2F Annex Bldg., City Hall, Tabaco City, which shall be open only to all interested bidders who purchased the Bidding Documents.
2. Bids must be delivered to the address below on or before ***9:00 AM of March 18, 2019***. 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 ***March 18, 2019, 9:30 AM, 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.

1. 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.
2. For further information, please contact the Bids and Awards Committee (BAC) through its Secretariat at the trunk line numbers 487-5063 or 487-5796.

**(Sgd.)ATTY. JOVITO BRON CODERIS, JR.**

City Legal Officer / BAC Chairman