



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 Program
City Mayor's Office, Tabaco City
Contract ID No. 014-09-2020-GOODS
ABC: Php 5,199,312.50

September 11, 2020

1. The *City Government of Tabaco*, through the *General Fund 2020* intends to apply the sum of *Five Million One Hundred Ninety-Nine Thousand Three Hundred Twelve Pesos and Fifty Centavos (Php 5,199,312.50)* 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 Program, City Mayor's Office, Tabaco City under Contract ID No. 014-09-2020-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 (see description below)*. Delivery of the Goods is required within *thirty (30) 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.

Item No.	Qty	UOM	Description	Total Budget per item (Php)
1.	31,200	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 at least 5 layout design, Photos/Graphics provided by Procuring Entity	748,800.00
2.	30,000	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 at least 5 layout design, Photos/Graphics provided by Procuring Entity	720,000.00
3.	20,500	pcs	Pad paper for Day Care, Kinder, Grade 1, 2, and 3; Bond Substance 16, at least 80 leaves	281,875.00
4.	1,350	pcs	Pad paper for Grade 4; Bond substance 16, at least 80 leaves	18,562.50
5.	10,000	pcs	Pad paper for Grade 5 and 6; Bond substance 16, at least 80 leaves	212,500.00
6.	7,000	pcs	Pencil, Jumbo	98,000.00
7.	18,300	pcs	Pencil No. 2	178,425.00
8.	3,000	set	Crayons, double, 16 colors per set	145,500.00
9.	14,300	pcs	Plastic clear envelope, long size, without handle	150,150.00
10.	25,000	pcs	Ballpen, colors: red, black and blue; 14,875 pcs per color	200,000.00
11.	4,000	pcs	Personalized Coloring Book for Day Care & 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 Cover design and inside pages: with concept, layout and design	140,000.00
12.	8,700	pcs	Personalized Knapsack bag (13 x 16), with foam and colored print; assorted colors; Print design provided by the Procuring Entity	2,305,500.00

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 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.

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 ***September 11-October 02, 2020 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.

6. The BAC will hold a pre-bid conference on ***September 21, 2020, 9:30 AM*** at the BAC Conference Room, 2F Annex Building, City Hall, Tabaco City, which shall be open to prospective bidders. **Proper health and safety protocols shall be observed.**
7. Bids must be duly received by the BAC Secretariat at the address below on or before ***9:00 AM of October 05, 2020***. 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 ***October 05, 2020, 9:30 AM 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. **Proper health and safety protocols shall be observed.**

8. 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.
9. For further information, please refer to:

Atty. Jovito Bron Coderis, Jr.
City Legal Officer/BAC Chairman
City Legal Office
LGU-Tabaco City

BAC Secretariat
City Legal Office
LGU-Tabaco City
(052) 732-7527 (local 3333)

(Sgd.) ATTY. JOVITO BRON CODERIS, JR.
City Legal Officer / BAC Chairman