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

# Bids and Awards Committee

## Invitation to Bid for
**Supply & Delivery of Various IT Equipment**
**General Services Office, Tabaco City**
**Contract ID No. 028-05-2025-GOODS-PB**

1. The ***City Government of Tabaco***, through the ***General Fund-Capital Outlay (Various Offices) 2025,*** intends to apply the sum ***Two Million Three Hundred Sixty-Five Thousand Five Hundred Pesos (Php 2,365,500.00)*** being the ABC to payments under the contract for ***Supply & Delivery of IT Equipment, General Services Office, Tabaco City under Contract ID No. 028-05-2025-GOODS-PB***. Bids received in excess of the ABC shall be automatically rejected at bid opening.

2. The ***City Government of Tabaco*** now invites bids for the above Procurement Project. Delivery of the Goods is required within ***thirty (30) calendar days from receipt of Notice to Proceed***. Bidders should have completed, within ***three (3) 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 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

   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 No. 5183.

4. Prospective Bidders may obtain further information from the ***City Government of Tabaco*** and inspect the Bidding Documents at the address given below during office hours, from Monday to Friday.

5. A complete set of Bidding Documents may be acquired by interested bidders on ***May 21-June 11, 2025*** from given address and website/s below ***and upon payment of the applicable fee for the Bidding Documents***, pursuant to the latest Guidelines issued by the GPPB, in the amount of ***Five Thousand Pesos (P 5,000.00)***. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person.

6. The ***City Government of Tabaco*** will hold a Pre-Bid Conference on ***May 29, 2025, 9:30AM*** at ***BAC Conference Room, 2F Annex Bldg., Tabaco City Hall, Tabaco City,*** which shall be open to prospective bidders.

7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before ***9:00AM, June 11, 2025***. Late bids shall not be accepted.

8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.

9. Bid opening shall be on ***June 11, 2025, 9:30AM*** at the ***BAC Conference Room, Mezz Flr., City Legal Office, 2F Annex Bldg., City Hall, Tabaco City***. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

10. 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 Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

11. For further information, please refer to:

**Atty. Jovito Bron Coderis, Jr.**
BAC Chairman / City Legal Office
BAC Office / City Legal Office
2F Annex Bldg., Tabaco City Hall, Tabaco City
Email: bactabaco16@gmail.com
Website: tabacocity.gov.ph

12. You may visit the following websites:

For downloading of Bidding Documents:

*www.tabacocity.com.ph*
*www.philgeps.gov.ph*

May 21, 2025

**ATTY. JOVITO BRON CODERIS, JR.**
BAC Chairperson