



INVITATION TO BID

Public Bidding for Purchase of Office Supplies for Different Offices, Roxas City, under **ITB No. 93-2018**

1. The ROXAS CITY GOVERNMENT, through the **GOP CY-2018 (Source of Funds)** intends to apply the total amount of **Two Million Four Hundred Fifty Nine Thousand Three Hundred Forty Eight Pesos and Thirty Five Centavos (Php 2,459,348.35)** being the Approved Budget for the Contract (ABC). Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The ROXAS CITY GOVERNMENT now invites bids for the **Public Bidding for Purchase of Office Supplies for Different Office, Roxas City, Under ITB No. 93-2018**. Completion of the Works is **120 calendar days**, starts from the date of receipt of the Notice to Proceed. Bidders should have completed a contract similar to the Project within five (5) years. 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 non-discretionary “pass/fail” criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act 9184 (RA 9184), otherwise known as the “Government Procurement Reform Act.”

Bidding is restricted to Filipino citizens/sole proprietorships, cooperatives, and partnerships or organizations with at least seventy five percent (75%) interest or outstanding capital stock belonging to citizens of the Philippines.

4. Interested bidders may obtain further information from Roxas City Government and inspect the Bidding Documents at the address given below from 8:00am to 5:00am:
5. A complete set of Bidding Documents may be purchased by interested Bidders on **November 29, 2018–December 19, 2018** from the address below and upon payment of a nonrefundable fee for the Bidding Documents in the amount of **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 ROXAS CITY GOVERNMENT will hold a **Pre-Bid Conference on December 07, 2018 at 2:00p.m.** at BAC Office, 3rd Floor, Roxas City Hall, Roxas City. which shall be open to all interested parties.
7. Bids must be delivered to the address below on or before **December 19, 2018, Roxas City at 3:00pm**. 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 **December 19, 2018, BAC Office, 3rd Floor, Roxas City Hall , Roxas City at 3:00pm**. 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 ROXAS CITY GOVERNMENT 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:



Republic of the Philippines
CITY OF ROXAS
Bids and Awards Committee
City Hall, Roxas City 5800, Philippines



GILBERT G. TAN

Chairperson

Bids & Awards Committee

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