



Republic of the Philippines
CITY OF ROXAS
City Hall, Roxas City 5800
(036) 620-5220

BIDS AND AWARDS COMMITTEE OFFICE

INVITATION TO BID FOR

Public Bidding for the Supply and Delivery of Office Equipment for the use of the City Vice Mayor's Office and Sangguniang Panlungsod Members under ITB No. RC-2022-062

1. The Roxas City Government, through the GOP-2022 intends to apply the sum of **One Million Two Hundred Twenty-four Thousand Four Hundred Pesos (1,224,400.00)**. Bids Received in excess of the ABC shall be automatically rejected at bid opening.
2. The **Roxas City Government** now invites bids for the above Procurement Project. Delivery of the Goods is required within **30 Calendar Days**. 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.
 - a. 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 **Roxas City Government** and inspect the Bidding Documents at the address given below during 8:00 A.M. to 5:00 P.M.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **November 9, 2022 to November 28, 2022** from the given address and website of Philippine Government Electronic Procurement System (PhilGEPS) and the Roxas City Government Website and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Php 5,000.00**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees **in person**.
6. The *Roxas City Government* will hold a Pre-Bid Conference on **November 16, 2022 - 10:00 a.m.** at **Conference Room, 2nd Floor, Roxas City Hall** 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 **November 28, 2022 – 10:00 A.M.** 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 **November 28, 2022 -10:00 a.m.** at the given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. 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 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:

MEGAN G. BARRIENTOS
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Roxas City Hall, Arzobispo Street, Roxas City, Capiz 5800
bacroxascity19@gmail.com
(036) 620-5220
roxascity.gov.ph
12. You may visit the following websites:
For downloading of Bidding Documents: *philgeps.gov.ph*

November 9, 2022

LORIE BELLE O. USISON
BAC Chairperson