



## BIDS AND AWARDS COMMITTEE

### INVITATION TO BID

FOR THE

SUPPLY AND DELIVERY OF OFFICE AND JANITORIAL SUPPLIES

I.B. No. 2021-GOODS-0005

1. The **LGU-Cabanatuan City**, through the **General Fund FY 2021** intends to apply the sum of **Two Million Two Hundred Nine Thousand Four Hundred Six Pesos and 57/100 (P 2,209,406.57)** being the Approved Budget for the Contract (ABC) to payments under the contract for the **Supply and Delivery of Office and Janitorial Supplies**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **LGU-Cabanatuan City** now invites bids for the above Procurement Project. Delivery of the Goods is required by **Forty Five Days (45) Days**. Bidders should have completed, within **Two (2) 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) 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 **LGU-Cabanatuan City** and inspect the Bidding Documents at the address given below during **9:00am to 12:00noon and 1:00pm to 4:00pm**.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **22 February 2021** from given address 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)**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees.
6. The **LGU-Cabanatuan City** will hold a **Pre-Bid Conference<sup>1</sup>** on **02 March 2021 at 2:00 pm at Conference Room, City Mayor's Office, City Hall Bldg., Kapt. Pepe Subd., Cabanatuan City** which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat at the address below on or before **16 March 2021 at 2:00 pm**. 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 **16 March 2021 at 2:00 pm at Conference Room, City Mayor's Office, City Hall Bldg., Kapt. Pepe Subd., Cabanatuan City**. Bids will be opened in the presence of the Bidders' representatives who choose to attend the activity.
10. The **LGU-Cabanatuan City** 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 35.6 and 41 of the 2016 revised Implementing Rules and Regulations (IRR) of RA 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

**JOSEPH M. APAN**

*Head, BAC Secretariat*

Bids and Awards Committee

2F City Government Building

Phase II, Kapt. Pepe Subd., Cabanatuan City

E-mail address: [jabacsecretariat@gmail.com](mailto:jabacsecretariat@gmail.com)

12. You may visit the website/s:

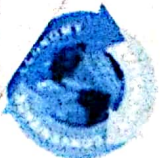
For downloading of Bidding Documents <https://www.philgeps.gov.ph/>

February 20, 2021

**SUSANA I. DALLO**  
*BAC Chairman*

<sup>1</sup> May be deleted in case the ABC is less than One Million Pesos (PhP1,000,000) where the Procuring Entity may not hold a pre-bid conference.





## Bid Notice Abstract

### Invitation to Bid (ITB)

**Reference Number** 7488842  
**Procuring Entity** CITY OF CABANATUAN, NUEVA ECIIJA  
**Title** Supply and Delivery of Office and Janitorial Supplies  
**Area of Delivery** Nueva Ecija

<b>Solicitation Number:</b>	I.B.No. 2021-GOODS-0005	<b>Status</b>	Active
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	3
<b>Procurement Mode:</b>	Public Bidding	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	1
<b>Category:</b>	Office Supplies and Devices	<b>Date Published</b>	22/02/2021
<b>Approved Budget for the Contract:</b>	PHP 2,209,406.57	<b>Last Updated / Time</b>	22/02/2021 00:00 AM
<b>Delivery Period:</b>	45 Day/s	<b>Closing Date / Time</b>	16/03/2021 14:00 PM
<b>Client Agency:</b>			
<b>Contact Person:</b>	Emellza Maniquiz Nogoy BAC Secretariat - Member Kapt. Pepe Subd, Cabanatuan City Nueva Ecija Philippines 3100 63-44-9406842  emnbacsecretariat@gmail.com		

#### Description

INVITATION TO BID  
 FOR THE  
 SUPPLY AND DELIVERY OF OFFICE AND JANITORIAL SUPPLIES  
 I.B. No. 2021-GOODS-0005

1. The LGU-Cabanatuan City, through the General Fund FY 2021 Intends to apply the sum of Two Million Two Hundred Nine Thousand Four Hundred Six Pesos and 57/100 (P 2,209,406.57) being the Approved Budget for the Contract (ABC) to payments under the contract for the Supply and Delivery of Office and Janitorial Supplies. Bids received in excess of the ABC shall be automatically rejected at bid opening.

2. The LGU-Cabanatuan City now invites bids for the above Procurement Project. Delivery of the Goods is required by Forty Five Days (45) Days. Bidders should have completed, within Two (2) 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).

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4. Prospective bidders may obtain further information from LGU-Cabanatuan City and inspect the Bidding Documents at the address given below during 9:00am to 12:00noon and 1:00pm to 4:00pm.

5. A complete set of Bidding Documents may be acquired by interested Bidders on 22 February 2021 from given address 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). The Procuring Entity shall allow the bidder to present its proof of payment for the fees.

6. The LGU-Cabanatuan City will hold a Pre-Bid Conference<sup>1</sup> on 02 March 2021 at 2:00 pm at Conference Room, City Mayor's Office, City Hall Bldg., Kapt. Pepe Subd., Cabanatuan City which shall be open to prospective bidders.

Bids must be duly received by the BAC Secretariat at the address below on or before 16 March 2021 at 2:00 pm. 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 16 March 2021 at 2:00 pm at Conference Room, City Mayor's Office, City Hall Bldg., Kapt. Pepe Subd., Cabanatuan City. Bids will be opened in the presence of the Bidders' representatives who choose to attend the activity.

10. The LGU-Cabanatuan City 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 35.6 and 41 of the 2016 revised Implementing Rules and Regulations (IRR) of RA 9184, without thereby incurring any liability to the affected bidder or bidders.

11. For further information, please refer to:

JOSEPH M. APAN  
Head, BAC Secretariat  
Bids and Awards Committee  
2F City Government Building  
Phase II, Kapt. Pepe Subd., Cabanatuan City  
E-mail address: jabacsecretariat@gmail.com

12. You may visit the website/s:  
For downloading of Bidding Documents: <https://www.philgeps.gov.ph/>

February 20, 2021  
SUSANA I. DALLO  
BAC Chairman

1 May be deleted in case the ABC is less than One Million Pesos (PhP1,000,000) where the Procuring Entity may not hold a pre-bid conference.

#### Pre-bid Conference

Date	Time	Venue
02/03/2021	2:00:00 PM	Conference Room, City Mayor's Office, City Hall Bldg., Kapt. Pepe Subd., Cabanatuan City

**Created by** Emeliza Maniquiz Nogoy  
**Date Created** 20/02/2021

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