**Republic of the Philippines**
City of Dipolog
**BIDS AND AWARDS COMMITTEE**

IAEB No. _____

PR no. di – 100-17-05-0877

## INVITATION TO APPLY FOR ELIGIBILITY AND TO BID

Name of Project : Supply and Delivery of Chlorine and etc. – City Mayor's Office

Brief Description of GOODS : Chlorine & etc.

The City Government of Dipolog, through the General Fund of 2017 intends to apply the sum of Two Hundred Eighty Five Thousand Pesos (P 285,000.00) being the Approved Budget for Contract (ABC) for the above mentioned Project. Bids received in excess of the ABC shall be automatically rejected at Bid Opening.

The City Government of Dipolog now invites sealed Bids from eligible Bidders for the supply and delivery of the Goods described above. Please contact the BAC Secretariat at phone # 212-9862 for details regarding the eligibility requirements.

Bidding will be conducted through open competitive bidding procedures using non-discretionary pass/fail criteria as specified in the Implementing Rules and Regulations Part A (IRR-A) of Republic Act No. 9184 (R.A. 9184), otherwise known as the Government Procurement Reform Act, and is restricted to organizations with at least sixty per cent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, as specified in Republic Act 5183 (R.A. 5183). Only Bids from Bidders who pass the eligibility check will be opened. The bidder with the Lowest Calculated Bid shall advance to the technical and financial requirements of the project. The Contract shall be awarded to the Lowest Calculated and Responsive Bidder (LCRB) who was determined as such during post-qualification procedure.

Interested Bidders may inspect the Bidding Documents and obtain further information from the Secretariat – Bids and Awards Committee at the City Tourism Office, City Hall. A complete set of Bidding Documents shall be issued upon payment of a non-refundable fee in the amount of **P 500.00**. The Method of payment shall be in Cash. The Bidding Documents shall be received personally by the prospective Bidder or his authorized representative.

| Activities | Date | Time | Place |
|---|---|---|---|
| 1. Issuance of Bid Documents | July 4, 2017 – July 11, 2017 | Office Hours | BAC Office |
| 2. Pre-bid Conference | | 2:00 PM | BAC Office |
| 3. Deadline for submission of Bids and Eligibility Documents | July 11, 2017 | 2:00 PM | BAC Office |
| 4. Bid Opening | July 11, 2017 | 2:00 PM | BAC Office |

All bids must be accompanied by a **Bid Security** preferably in the form of Cash and in the amount at least equal to 2% of the ABC or **P 5,700.00** to be deposited at the Office of the City Treasurer and the original Official Receipt of which shall be submitted to the BAC Office. Any of the forms of bid security as provided for under Section 27.2 of the Revised IRR of RA No. 9184, or Bid Securing Declaration pursuant to GPPB Resolution No. 03-2012 shall likewise be Acceptable in lieu of cash. Late Bids will not be accepted.

Bids will be opened in the presence of Bidders' representatives who choose to attend the Bid Opening.

The City Government of Dipolog reserves the right to accept or reject any Bid, and to annul the bidding process and reject all Bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder or Bidders.

**SANCEN D. CARORO**
City Treasurer / BAC Chairman
Tel # 212-4439, FAX # (065) 212-4234

Bid Opening Date: July 11, 2017

Requesting Office: City Mayor's Office.

Purchase Request No. Di-100-17-05-0877

Approved Budget for Contract (ABC): P 285,000.00 ITB No. _____

PURPOSE: For use at Swimming Pool – Olingan Sports Complex, Dipolog City.

# SCHEDULE OF PRICES

NAME OF BIDDER / ESTABLISHMENT: _____

| Item No. | Description | Quantity | Unit price | Total Price |
|---|---|---|---|---|
| 1. | Chlorine | 20 drums | | |
| 2. | Aquacel DE Powder | 20 bags | | |
| 3. | Pressurized Elbow 2" | 50 pcs | | |
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| NOTE: Bids received in excess of the ABC shall be automatically rejected at Bid Opening. In case of discrepancy between unit price and total, the unit price shall prevail. | | | TOTAL BID PRICE: P | |

Having Examined the Bidding Documents, the receipt of which is hereby duly acknowledged, we the undersigned offer to supply and deliver all items listed above hereof in conformity with the said Bidding Documents for the sum of _____ [total Bid amount in words and figures] or such other sums as may be ascertained in accordance with the Schedule of Prices above hereof and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods within fifteen (15) days from receipt of the Purchase Order or at the earliest time as may be required by the requisitioning office.

We agree to abide by this Bid for the Bid Validity Period of One Hundred Twenty (120) days and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us. We understand that you are not bound to accept the lowest or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements.

Dated this _____ day of _____, 2017

_____ _____

*(Name and Signature)* *(in the capacity of / position)*

Duly authorized to sign Bid for and on behalf of _____

*(Name of Establishment/Firm)*

(*Bidder, please fill-up all blank spaces.)

Bid Opening Date: July 11, 2017

Requesting Office: City Mayor's Office.

Purchase Request No. Di-100-17-05-0895

Approved Budget for Contract (ABC): P 3,780,000.00 ITB No. 17-0917

PURPOSE: For Consumption of Equipment and Vehicles of the City Mayor's Office.

## SCHEDULE OF PRICES

NAME OF BIDDER / ESTABLISHMENT: ______________________

| Item No. | Description | Quantity | Unit price | Total Price |
|---|---|---|---|---|
| | REBID | | | |
| 1. | Diesel Fuel | 90,000 L | | |
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| NOTE: Bids received in excess of the ABC shall be automatically rejected at Bid Opening. In case of discrepancy between unit price and total, the unit price shall prevail. | | TOTAL BID PRICE: P | | |

Having Examined the Bidding Documents, the receipt of which is hereby duly acknowledged, we the undersigned offer to supply and deliver all items listed above hereof in conformity with the said Bidding Documents for the sum of ______________________ [total Bid amount in words and figures] or such other sums as may be ascertained in accordance with the Schedule of Prices above hereof and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods within fifteen (15) days from receipt of the Purchase Order or at the earliest time as may be required by the requisitioning office.

We agree to abide by this Bid for the Bid Validity Period of One Hundred Twenty (120) days and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us. We understand that you are not bound to accept the lowest or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements.

Dated this _______ day of _________, 2017

______________________ ______________________

*(Name and Signature)* *(in the capacity of / position)*

Duly authorized to sign Bid for and on behalf of ______________________

*(Name of Establishment/Firm)*

(*Bidder, please fill-up all blank spaces.)

Bid Opening Date: July 11, 2017

Requesting Office: Office of the City Auditor

Purchase Request No. Di-100-17-06-1043

Approved Budget for Contract (ABC): P 26,000.00 ITB No. 17-0915

PURPOSE: For the replacement of damage rotor discs of Toyota Innova SHJ-166 of the COA Service Vehicle.

# SCHEDULE OF PRICES

**NAME OF BIDDER / ESTABLISHMENT:** ______________________________

| Item No. | Description | Quantity | Unit price | Total Price |
|---|---|---|---|---|
| 1. | Rotor Discs Toyota Innova 2KD HQ | 2 pcs | | |
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| **NOTE:** Bids received in excess of the ABC shall be automatically rejected at Bid Opening. In case of discrepancy between unit price and total, the unit price shall prevail. | | | **TOTAL BID PRICE: P** | |

Having Examined the Bidding Documents, the receipt of which is hereby duly acknowledged, we the undersigned offer to supply and deliver all items listed above hereof in conformity with the said Bidding Documents for the sum of ______________________________ [total Bid amount in words and figures] or such other sums as may be ascertained in accordance with the Schedule of Prices above hereof and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods within fifteen (15) days from receipt of the Purchase Order or at the earliest time as may be required by the requisitioning office.

We agree to abide by this Bid for the Bid Validity Period of One Hundred Twenty (120) days and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us. We understand that you are not bound to accept the lowest or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements.

Dated this _______ day of _________, 2017

______________________________ ______________________________

*(Name and Signature)* *(in the capacity of / position)*

Duly authorized to sign Bid for and on behalf of ______________________________

*(Name of Establishment/Firm)*

(*Bidder, please fill-up all blank spaces.)

Bid Opening Date: July 11, 2017

Requesting Office: City Mayor's Office.

Purchase Request No. Di-100-17-06-1044

Approved Budget for Contract (ABC): P 10,514.00 ITB No. 17-0916

PURPOSE: Prosecutor's Office Supply.

# SCHEDULE OF PRICES

NAME OF BIDDER / ESTABLISHMENT: _____

| Item No. | Description | Quantity | Unit price | Total Price |
|---|---|---|---|---|
| 1. | Bond Paper long Sub 20 Computer | 10 rms | | |
| 2. | Computer Ribbon Cart Epson LX 300 | 6 pcs | | |
| 3. | Computer Ribbon Cart Epson LX 310 | 4 pcs | | |
| 4. | Carbon Paper Long | 7 boxes | | |
| 5. | Sign Pen | 48 pcs | | |
| 6. | Onion Skin Long | 10 rms | | |
| 7. | Muriatic Acid | 2 gallons | | |
| 8. | Alcohol 70% | 5 bottles | | |
| 9. | Tissue Paper | 24 rolls | | |
| 10. | Paper Vinyl Coated (small) | 12 boxes | | |
| 11. | Correction pen metal tip | 5 pcs | | |
| 12. | Pentel Pen | 2 pcs | | |
| 13. | Staple Wire Size no. 35 Big | 10 boxes | | |
| 14. | Dishwashing soap paste | 2 pcs | | |
| 15. | Scotch tape 1 inch | 10 pcs | | |
| 16. | Packing tape 2 inches wide | 10 pcs | | |
| 17. | Masking tape | 10 pcs | | |
| 18. | Pencil Mongol 1 | 12 pcs | | |
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| **NOTE:** **Bids received in excess of the ABC shall be automatically rejected at Bid Opening. In case of discrepancy between unit price and total, the unit price shall prevail.** | | | **TOTAL BID PRICE: P** | |

Having Examined the Bidding Documents, the receipt of which is hereby duly acknowledged, we the undersigned offer to supply and deliver all items listed above hereof in conformity with the said Bidding Documents for the sum of _____ [total Bid amount in words and figures] or such other sums as may be ascertained in accordance with the Schedule of Prices above hereof and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods within fifteen (15) days from receipt of the Purchase Order or at the earliest time as may be required by the requisitioning office.

We agree to abide by this Bid for the Bid Validity Period of One Hundred Twenty (120) days and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us. We understand that you are not bound to accept the lowest or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements.

Dated this _____ day of _____, 2017

_____ _____

*(Name and Signature)* *(in the capacity of / position)*

Duly authorized to sign Bid for and on behalf of _____

*(Name of Establishment/Firm)*

(*Bidder, please fill-up all blank spaces.)

Bid Opening Date: July 11, 2017

Requesting Office: Dipolog City Sports Complex.

Purchase Request No. Di-100-17-06-1042

Approved Budget for Contract (ABC): P 25,000.00 ITB No. 17-0914

PURPOSE: For use in the Dipolog City Sports Complex @ Brangay Olingan, Dipolog City.

# SCHEDULE OF PRICES

**NAME OF BIDDER / ESTABLISHMENT:** ______________________________

| Item No. | Description | Quantity | Unit price | Total Price |
|---|---|---|---|---|
| 1. | Grass Cutter (Heavy Duty) | 1 unit | | |
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| **NOTE:** Bids received in excess of the ABC shall be automatically rejected at Bid Opening. In case of discrepancy between unit price and total, the unit price shall prevail. | | **TOTAL BID PRICE: P** | | |

Having Examined the Bidding Documents, the receipt of which is hereby duly acknowledged, we the undersigned offer to supply and deliver all items listed above hereof in conformity with the said Bidding Documents for the sum of ______________________________ [total Bid amount in words and figures] or such other sums as may be ascertained in accordance with the Schedule of Prices above hereof and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods within fifteen (15) days from receipt of the Purchase Order or at the earliest time as may be required by the requisitioning office.

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Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us. We understand that you are not bound to accept the lowest or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements.

Dated this _______ day of _________, 2017

______________________________ ______________________________

*(Name and Signature)* *(in the capacity of / position)*

Duly authorized to sign Bid for and on behalf of ______________________________

*(Name of Establishment/Firm)*

(*Bidder, please fill-up all blank spaces.)