



**QUEZON CITY GOVERNMENT  
BAC – GOODS AND SERVICES**



**INVITATION TO BID**

November 25, 2022

	PROJECT NO.	OFFICE	PROJECT NAME	AMOUNT	SOURCE OF FUND	DELIVERY PERIOD
1	CIA-22-FURNITURE-1685	COMMITTEE ON INTERNAL ACCOUNTS	EXECUTIVE CHAIRS AND OTHERS	P 538,568.25	GENERAL FUND	30 CD
2	CIA-22-OE-1686	COMMITTEE ON INTERNAL ACCOUNTS	PAPER SHREDDER AND OTHERS	P 864,600.00	GENERAL FUND	30 CD
3	CGSD-22-PP-1749	CITY GENERAL SERVICES DEPARTMENT	PLASTIC CRATES	P 669,060.00	GENERAL FUND	15 CD
4	OCM(PDAO)-22-FURNITURE-1733	OFFICE OF THE CITY MAYOR (PERSON WITH DISABILITY AFFAIRS OFFICE)	STEEL OPEN RACKS	P 78,000.00	GENERAL FUND	15 CD
5	SSDD-22-OE-1542B	SOCIAL SERVICES DEVELOPMENT DEPARTMENT	IMAGE SCANNER AND OTHERS	P 695,470.00	GENERAL FUND	30 CD
6	QCU-22-OSD-1589B	QUEZON CITY UNIVERSITY	VARIOUS OFFICE SUPPLIES	P 80,295.00	TRUST FUND	15 CD
7	QCU-22-AP1-1588B	QUEZON CITY UNIVERSITY	VARIOUS AGRICULTURAL SUPPLIES AND OTHERS	P 669,228.00	TRUST FUND	15 CD
8	CTO-22-OESC-1755	CITY TREASURER'S OFFICE	TONER CARTRIDGE AND OTHERS	P 539,160.00	GENERAL FUND	15 CD
9	CTO-22-OSD-1756	CITY TREASURER'S OFFICE	VARIOUS OFFICE SUPPLIES	P 961,564.72	GENERAL FUND	15 CD
10	MDAD-22-SOP-1484B	MARKET DEVELOPMENT AND ADMINISTRATION DEPARTMENT	RAINCOAT AND OTHERS	P139,090.00	GENERAL FUND	15 CD
11	CAO-22-FIXTURES-1751	CITY ADMINISTRATOR'S OFFICE	SUPPLY AND INSTALLATION OF TEMPERED GLASS SHOWER ENCLOSURE AND OTHERS	P 778,577.50	GENERAL FUND	15 CD
12	OCM-22-OE-1684B	OFFICE OF THE CITY MAYOR	PRINTER AND OTHERS	P 949,334.00	GENERAL FUND	30 CD
13	CPDD(ZAU)-22-OE-994B	CITY PLANNING AND DEVELOPMENT DEPARTMENT (ZONING ADMINISTRATION UNIT)	PROCUREMENT OF DIGITAL DUPLICATOR	P 214,765.00	GENERAL FUND	30 CD
14	QCDTRC(TAHANAN)-22-SG-357C	QUEZON CITY DRUG TREATMENT REHABILITATION CENTER (TAHANAN)	ROWING MACHINE AND OTHERS	P 290,771.20	GENERAL FUND	15 CD
15	MDAD-22-FURNITURE-1481C	MARKET DEVELOPMENT AND ADMINISTRATION DEPARTMENT	METAL RACK AND DISPLAY CABINET	P 114,000.00	GENERAL FUND	30 CD

1. The **QUEZON CITY LOCAL GOVERNMENT**, through the *General Fund and Trust Fund of various years* intends to apply the sums stated above being the ABC to payments under the contract for *the above stated projects of contract for each lot/item*. Bids received in excess of the ABC shall be automatically rejected at bid opening.

2. The **QUEZON CITY LOCAL GOVERNMENT** now invites bids for various **Projects**. Delivery of the Goods is required *as stated above*. Bidders should have completed, within **the last 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 **QUEZON CITY GOVERNMENT Bids and Awards Committee (BAC) Secretariat** and inspect the Bidding Documents at the address given below during *weekdays from 8:00 a.m. – 5:00 p.m.*
5. A complete set of Bidding Documents may be acquired by interested Bidders on **Monday, November 28, 2022** from the 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*. The Procuring Entity shall allow the bidder to present its proof of payment for the fees *in person*.

**STANDARD RATES:**

Approved Budget for the Contract	Maximum Cost of Bidding Documents (in Philippine Peso)
500,000 and below	500.00
More than 500,000 up to 1 Million	1,000.00

The following are the requirements for purchase of Bidding Documents;

1. PhilGEPS Registration Certificate (Platinum – 3 pages)
2. Document Request List (DRL)
3. Authorization to Purchase Bidding Documents
  - 3.1 Corporate Secretary Certificate for corporation (specific for the project)
  - 3.2 Special Power of Attorney for single proprietorship (specific for the project)
4. Notarized Joint Venture Agreement (as applicable)
6. Bids must be duly received by the BAC Secretariat through manual submission at the 2<sup>nd</sup> Floor, Procurement Department, Finance Building, Quezon City Hall Compound on or before 11:00 A.M. of **Monday, December 05, 2022**. 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 1:00 P.M. of **Monday, December 05, 2022** at the given address below and/or via Zoom. Bids will be opened in the presence of the bidders’ representatives who choose to attend the activity.

Topic: BAC-GOODS & SERVICES BIDDING

Join Zoom Meeting

<https://us02web.zoom.us/j/85850855933?pwd=R2dZUUp4Z3lyU29iZGVlWmdKRjZCdz09>

Meeting ID: 858 5085 5933

Passcode: 118682

10. The **Quezon City Local 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:

**ATTY. DOMINIC B. GARCIA**  
OIC, Procurement Department  
2<sup>nd</sup> Floor, Procurement Department,  
Finance Building, Quezon City Hall Compound  
Elliptical Road, Barangay Central Diliman, Quezon City.  
Email Add: [bacgoods.procurement@quezoncity.gov.ph](mailto:bacgoods.procurement@quezoncity.gov.ph)  
Tel. No. (02)8988-4242 loc. 8506/8710  
Website: [www.quezoncity.gov.ph](http://www.quezoncity.gov.ph)

12. You may visit the following websites:

For downloading of Bidding Documents: [www.quezoncity.gov.ph](http://www.quezoncity.gov.ph)

By:

  
**MA. MARGARITA T. SANTOS**  
Chairperson, QC-BAC-Goods and Services