



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



**INVITATION TO BID**

May 15, 2023

	PROJECT NO.	OFFICE	PROJECT NAME	AMOUNT	SOURCE OF FUND	DELIVERY PERIOD
1.	OCM-23-OE-0683	OFFICE OF THE CITY MAYOR	DESKTOP COMPUTER AND OTHERS	P 1,093,371.00	GENERAL FUND	30 CD
2.	RMBGH-23-MSLI-0397	ROSARIO MACLANG BAUTISTA GENERAL HOSPITAL	VARIOUS LABORATORY SUPPLIES AND REAGENTS (CAPILLARY TUBE AND OTHERS)	P 45,256,031.32	GENERAL FUND	60 CD
3.	HRMD-23-OESC-0761	HUMAN RESOURCE MANAGEMENT DEPARTMENT	INK CARTRIDGE AND OTHERS	P 1,101,460.20	GENERAL FUND	30 CD
4.	QCPL-23-BMOP-0700	QUEZON CITY PUBLIC LIBRARY	LIBRARY BOOKS (A HANDBOOK OF MANAGEMENT TECHNIQUES AND OTHERS)	P 1,703,205.30	GENERAL FUND	30 CD
5.	CAO-23-OE-0798	CITY ADMINISTRATOR'S OFFICE	LAPTOPS	P 9,500,000.00	GENERAL FUND	30 CD
6.	CAO-23-OE-0717	CITY ADMINISTRATOR'S OFFICE	LINE 1: DESKTOP COMPUTERS	P 26,950,000.00	GENERAL FUND	30 CD
			LINE 2: DESKTOP COMPUTERS	P 5,550,000.00		
7.	QCU-22-FIXTURES-1590	QUEZON CITY UNIVERSITY	FIXTURES FOR CHEMISTRY LABORATORY ROOMS	P 1,651,000.00	TRUST FUND	60 CD
8.	OCM(POPS)-23-CS1-0909	OFFICE OF THE CITY MAYOR – POPS PLAN	FOOD AND DRINKS AND OTHERS FOR YOUTH SUMMIT	P 1,358,500.00	GENERAL FUND	30 CD
9.	HEALTH-23-HME-0461B	QUEZON CITY HEALTH DEPARTMENT	ECG MACHINE AND OTHERS	P 1,056,000.00	GENERAL FUND	30 CD
10.	QCTD-23-CS1-0593B	QUEZON CITY TOURISM DEPARTMENT	FOOD AND DRINKS AND OTHERS	P 1,755,000.00	GENERAL FUND	6 MONTHS

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 **Tuesday, May 16, 2023** 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
More than 1 Million up to 5 Million	5,000.00
More than 5 Million up to 10 Million	10,000.00
More than 10 Million up to 50 Million	25,000.00
More than 50 Million up to 500 Million	50,000.00
More than 500 Million	75,000.00

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. The **Quezon City Local Government** will hold a Pre-Bid Conference on 10:30 A.M. of **Tuesday, May 23, 2023** at **2<sup>nd</sup> Floor, Procurement Department-Bidding Room, Finance Building, Quezon City Hall Compound**, and/or through video conferencing *via Zoom* which shall be open to prospective bidders.
 

Topic: BAC-GOODS Pre-Bid Conference Meeting  
 Join Zoom Meeting  
<https://us02web.zoom.us/j/84835002246?pwd=OVRuVE0weXZMNXYwZG5LaWdlbXk1QT09>

Meeting ID: 848 3500 2246  
 Passcode: 154733
  7. 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, June 05, 2023**. 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, June 05, 2023** 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:

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