



QUEZON CITY GOVERNMENT  
BAC – GOODS AND SERVICES



INVITATION TO BID

October 19, 2023

	PROJECT NO.	OFFICE	PROJECT NAME	AMOUNT	SOURCE OF FUND	DELIVERY PERIOD
1.	BPLD-24-SERVICES-0004	BUSINESS PERMITS AND LICENSING DEPARTMENT	ENGAGEMENT OF COURIER SERVICES FOR THE DELIVERY OF DOCUMENTS LINKED TO THE AUTOMATED DOCUMENT DELIVERY SYSTEM (ADDS) OF THE BUSINESS PERMITS AND LICENSING DEPARTMENT (BPLD) OF QUEZON CITY FOR YEAR 2024 (EARLY PROCUREMENT ACTIVITY)	P 15,000,000.00	GENERAL FUND	ONE (1) YEAR
2.	BPLD-24-PS2-0007	BUSINESS PERMITS AND LICENSING DEPARTMENT	PRINTING OF MAGAZINE (FUTURE READY BOOK) FOR YEAR 2024 (EARLY PROCUREMENT ACTIVITY)	P 3,850,000.00	GENERAL FUND	30 CD
3.	BPLD-24-PS2-0006	BUSINESS PERMITS AND LICENSING DEPARTMENT	PRINTING OF CUSTOMIZED ENVELOPE AND STICKER FOR YEAR 2024 (EARLY PROCUREMENT ACTIVITY)	P 3,150,000.00	GENERAL FUND	30 CD
4.	CONSO-24-JS1-0062	ROSARIO MACLANG BAUTISTA GENERAL HOSPITAL	LINE 1: JANITORIAL SERVICES FOR ROSARIO MACLANG BAUTISTA GENERAL HOSPITAL FOR YEAR 2024 (EARLY PROCUREMENT ACTIVITY)	P 14,999,947.75	GENERAL FUND	ONE (1) YEAR
		NOVALICHES DISTRICT HOSPITAL	LINE 2: JANITORIAL SERVICES FOR NOVALICHES DISTRICT HOSPITAL FOR YEAR 2024 (EARLY PROCUREMENT ACTIVITY)	P 8,999,959.76		
		QUEZON CITY GENERAL HOSPITAL	LINE 3: JANITORIAL SERVICES FOR QUEZON CITY GENERAL HOSPITAL FOR YEAR 2024 (EARLY PROCUREMENT ACTIVITY)	P 22,686,726.06		
5.	CONSO-24-SS1-0060	CITY GENERAL SERVICES DEPARTMENT	LINE 1: SECURITY SERVICES FOR QUEZON CITY HALL COMPLEX/ BUILDINGS & GROUNDS AND OTHERS (PACKAGE I) FOR YEAR 2024 (EARLY PROCUREMENT ACTIVITY)	P 93,228,614.16	GENERAL FUND	ONE (1) YEAR
			LINE 2: SECURITY SERVICES FOR SSDD-MOLAVE YOUTH HOME AND OTHERS (PACKAGE II) FOR YEAR 2024 (EARLY PROCUREMENT ACTIVITY)	P 130,992,103.44		
			LINE 3: SECURITY SERVICES FOR HOSPITALS AND HEALTH CENTERS FACILITIES (PACKAGE III) FOR YEAR 2024 (EARLY PROCUREMENT ACTIVITY)	P 156,954,502.32		
			LINE 4: SECURITY SERVICES FOR QUEZON CITY UNIVERSITY CAMPUSES, SATELLITE OFFICES AND OTHERS (PACKAGE IV) FOR YEAR 2024 (EARLY PROCUREMENT ACTIVITY)	P 118,600,958.52		
			LINE 5: SECURITY SERVICES FOR VARIOUS PUBLIC MARKETS (PACKAGE V) FOR YEAR 2024 (EARLY PROCUREMENT ACTIVITY)	P 33,043,053.12		

6.	CONSO-24-JS1-0061	CITY GENERAL SERVICES DEPARTMENT	LINE 1: JANITORIAL SERVICES FOR QUEZON CITY HALL COMPLEX / QCU CAMPUSES / QC UNDERPASSES / QUEZON MEMORIAL CIRCLE / QCX MUSEUM AND OTHER GOVERNMENT INSTALLATIONS FOR YEAR 2024 (EARLY PROCUREMENT ACTIVITY)	P 96,647,427.81	GENERAL FUND	ONE (1) YEAR
			LINE 2: JANITORIAL SERVICES FOR CITY-OWNED PUBLIC MARKETS FOR YEAR 2024 (EARLY PROCUREMENT ACTIVITY)	P 13,650,766.91		
			LINE 3: JANITORIAL SERVICES FOR VARIOUS HEALTH CENTERS, LYING-IN CLINICS AND LABORATORIES FOR YEAR 2024 (EARLY PROCUREMENT ACTIVITY)	P 24,844,391.85		
			LINE 4: JANITORIAL SERVICES FOR MEDICAL FACILITIES LOCATED AT QUEZON CITY GENERAL HOSPITAL FOR YEAR 2024 (EARLY PROCUREMENT ACTIVITY)	P 4,642,268.55		
			LINE 5: JANITORIAL SERVICES FOR AMORANTO SPORTS COMPLEX FOR YEAR 2024 (EARLY PROCUREMENT ACTIVITY)	P 10,920,610.23		
7.	ITDD-24-IT-0035	INFORMATION TECHNOLOGY DEVELOPMENT DEPARTMENT	SUBSCRIPTION OF MESSAGING AND COLLABORATION SERVICES FOR QUEZON CITY GOVERNMENT FOR YEAR 2024 (EARLY PROCUREMENT ACTIVITY)	P 26,434,976.00	GENERAL FUND	ONE (1) YEAR
8.	OCS-24-PBAA-0037	OFFICE OF THE SECRETARY TO THE SANGGUNIANG PANLUNGSOD	PUBLICATION OF APPROVED CITY ORDINANCES AND RESOLUTIONS IN A NEWSPAPER FOR THE YEAR 2024 (EARLY PROCUREMENT ACTIVITY)	P 2,999,987.20	GENERAL FUND	ONE (1) YEAR
9.	JAIL-24-FOODSTUFF-0016	QUEZON CITY JAIL	LINE 1: PROCUREMENT OF FOOD SUPPLIES FOR FEMALE DORMITORY FOR YEAR 2024 (EARLY PROCUREMENT ACTIVITY)	P 8,235,000.00	GENERAL FUND	ONE (1) YEAR
			LINE 2: PROCUREMENT OF FOOD SUPPLIES FOR MALE DORMITORY FOR YEAR 2024 (EARLY PROCUREMENT ACTIVITY)	P 27,450,000.00		

- The **QUEZON CITY LOCAL GOVERNMENT**, through the *General Fund, Trust fund and Special Education 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.
- 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.
- 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.
  - 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.
- 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.*
- A complete set of Bidding Documents may be acquired by interested Bidders on **Friday, October 20, 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 **Friday, October 27, 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=OVRuVE0weXZMNXYwZG5LaWd1dXk1QT09>

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 **10:00 A.M. of Tuesday, November 17, 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 **11:00 A.M. of Tuesday, November 17, 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=R2dZUUp4Z3lyU29iZGV1WmdKRjZCdz09>

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, DPA**  
Chairperson, QC-BAC-Goods and Services