



Republika ng Pilipinas  
Lungsod Quezon

BIDS AND AWARDS COMMITTEE – GOODS & SERVICES

Second Floor, Civic Center Building F, Quezon City Hall Complex, Elliptical Road, Quezon City

8988-4242 local 8712 / 8710 / 8709

[Procurement@quezoncity.gov.ph](mailto:Procurement@quezoncity.gov.ph)



INVITATION TO BID

July 22, 2024

NO.	PROJECT NO.	OFFICE	PROJECT NAME	AMOUNT	SOURCE OF FUND	DELIVERY PERIOD
1.	CTO-24-VEHICLES-1181	CITY TREASURER'S OFFICE	PASSENGER VAN	P 4,390,200.00	GENERAL FUND	30 CD
2.	DSQC-24-IT-0496	DEPARTMENT OF SANITATION AND CLEANUP WORKS OF QUEZON CITY	ENVIRONMENT INSPECTION SYSTEM SOLUTION FOR THE DEPARTMENT OF SANITATION AND CLEANUP WORKS OF QUEZON CITY (DSQC)	P 10,000,000.00	GENERAL FUND	30 CD
3.	ENGINEERING-24-CE2-1172	DEPARTMENT OF ENGINEERING	6-WHEELER DROPSIDE AND OTHERS	P 17,160,000.00	GENERAL FUND	120 CD
4.	OCM-24-AAS2-0984	OFFICE OF THE CITY MAYOR	SUPPLY AND INSTALLATION OF AIR CONDITIONING SYSTEM FOR QCX MUSEUM BUILDING	P 15,700,000.00	GENERAL FUND	60 CD
5.	QCRRMO-24-VEHICLES-0963	QUEZON CITY DISASTER RISK REDUCTION AND MANAGEMENT OFFICE	RESCUE PICK-UP	P 2,000,000.00	GENERAL FUND	60 CD
6.	QCRRMO-24-SOP-1142	QUEZON CITY DISASTER RISK REDUCTION AND MANAGEMENT OFFICE	ELSAROC BOX	P 16,030,552.50	GENERAL FUND	90 CD
7.	QCRRMO-24-OESC-0958	QUEZON CITY DISASTER RISK REDUCTION AND MANAGEMENT OFFICE	INK CARTRIDGE AND OTHERS	P 1,990,000.00	GENERAL FUND	30 CD
8.	QCU-24-AAS2-1145	QUEZON CITY UNIVERSITY	SUPPLY AND INSTALLATION OF WINDOW TYPE AIRCONDITION UNITS FOR BELMONTE HALL CLASSROOMS OF THE QUEZON CITY UNIVERSITY	P 2,281,500.00	TRUST FUND	45 CD
9.	SDO-24-SERVICES-1165	SCHOOLS DIVISION OFFICE	QC READING AND NUMERACY TUTORING PROGRAM	P 3,850,000.00	TRUST FUND	2 MONTHS
10.	SDO-24-OESC-0997B	SCHOOLS DIVISION OFFICE	LINE 1 : RIBBON FOR ID CARD PRINTER	P 3,122,080.00	SPECIAL EDUCATION FUND	30 CD
			LINE 2: VARIOUS INK AND TONER CARTRIDGE	P 14,483,434.00	SPECIAL EDUCATION FUND	30 CD

- 1. 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.
- 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 7:00 a.m. – 5:00 p.m.*
- 5. A complete set of Bidding Documents may be acquired by interested Bidders on **Tuesday, July 23, 2024** 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 **9:00 A.M. of Tuesday, July 30, 2024** 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=OVRuVE0weXZMNXYwZG5LaWdldXk1QT09>  
  
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, August 13, 2024**. 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, August 13, 2024** 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 S. MEJIA, DPA**  
Chairperson, QC-BAC-Goods and Services