



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

INVITATION TO BID

August 05, 2024

NO.	PROJECT NO.	OFFICE	PROJECT NAME	AMOUNT	SOURCE OF FUND	DELIVERY PERIOD
1.	ASSESSORS-24-OSD-1240	OFFICE OF THE CITY ASSESSOR	CUSTOMIZED FILE FOLDER, BOOK COVER AND OTHERS	P 362,145.00	GENERAL FUND	30 CD
2.	CAO(ZAU)-24-GM-1227	CITY ADMINISTRATOR'S OFFICE (ZONING ADMINISTRATION UNIT)	VARIOUS GENERAL MERCHANDISE	P 145,623.50	GENERAL FUND	30 CD
3.	CAO(ZAU)-24-OESC-1226	CITY ADMINISTRATOR'S OFFICE (ZONING ADMINISTRATION UNIT)	VARIOUS INKS, AND DATING AND STAMPING MACHINE	P 129,483.98	GENERAL FUND	30 CD
4.	CGSD-24-OESC-1135B	CITY GENERAL SERVICES DEPARTMENT	TONER CARTRIDGE	P 390,000.00	GENERAL FUND	30 CD
5.	HEALTH-24-CE1-1204	QUEZON CITY HEALTH DEPARTMENT	SMART PHONE FOR ONLINE VALIDATION	P 933,155.00	GENERAL FUND	30 CD
6.	HEALTH-24-GM-1057	QUEZON CITY HEALTH DEPARTMENT	LINEN AND OTHERS	P 664,430.00	GENERAL FUND	30 CD
7.	HEALTH-24-HME-1096B	QUEZON CITY HEALTH DEPARTMENT	INFANT WEIGHING SCALE	P 247,500.00	GENERAL FUND	30 CD
8.	ITDD-24-OESC-1188B	INFORMATION TECHNOLOGY DEVELOPMENT DEPARTMENT	INK AND TONER	P 206,167.00	GENERAL FUND	30 CD
9.	OCM(HRMD)-24-SERVICES-0937C	OFFICE OF THE CITY MAYOR (HUMAN RESOURCE MANAGEMENT DEPARTMENT)	MENTAL HEALTH SERVICES PLAN	P 448,000.00	GENERAL FUND	4 MONTHS
10.	QCDRRMO-24-PS2-1170B	QUEZON CITY DISASTER RISK REDUCTION AND MANAGEMENT OFFICE	PRINTING OF TARPAULIN	P 250,600.00	GENERAL FUND	4 MONTHS
11.	QCGH-24-ES-1152	QUEZON CITY GENERAL HOSPITAL	VARIOUS ELECTRICAL SUPPLIES (LED BULB AND OTHERS)	P 511,392.00	GENERAL FUND	30 CD
12.	QCU-24-SERVICES-1238	QUEZON CITY UNIVERSITY	SUBSCRIPTION TO PLAGIARISM CHECKER SOFTWARE	P 665,280.00	GENERAL FUND	30 CD

1. The **QUEZON CITY LOCAL GOVERNMENT**, through the *General 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, August 06, 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

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 2nd 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.
7. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.

8. 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

9. 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.

10. For further information, please refer to:

ATTY. DOMINIC B. GARCIA

OIC, Procurement Department

2nd Floor, Procurement Department,

Finance Building, Quezon City Hall Compound

Elliptical Road, Barangay Central Diliman, Quezon City.

Email Add: bacgoods.procurement@quezoncity.gov.ph


Tel. No. (02)8988-4242 loc. 8506/8710

Website: www.quezoncity.gov.ph

11. You may visit the following websites:

For downloading of Bidding Documents: www.quezoncity.gov.ph

By:


MS. MA. MARGARITA S. MEJIA, DPA
Chairperson, QC-BAC-Goods and Services