



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



FEBRUARY 28, 2025

INVITATION TO BID

NO.	PROJECT NO.	OFFICE	PROJECT NAME	AMOUNT	SOURCE OF FUND	DELIVERY PERIOD
1.	ASSESSORS-25-OSD-0301	OFFICE OF THE CITY ASSESSORS	VARIOUS OFFICE SUPPLIES AND OTHERS	299,398.80	GENERAL FUND	30 CD
2.	CGSD-25-SERVICES-0212B	CITY GENERAL SERVICES DEPARTMENT	OPERATION AND MONTHLY PREVENTIVE MAINTENANCE SERVICE OF THE QUEZON CITY HALL LAGOON FOUNTAIN	435,600.00	GENERAL FUND	9 MONTHS
3.	CPDD-25-OESC-0257B	CITY PLANNING AND DEVELOPMENT DEPARTMENT	VARIOUS INK AND TONER	821,080.00	GENERAL FUND	30 CD
4.	CREMCO-25-OE-0299	CITY REAL ESTATE MANAGEMENT AND CONTROL OFFICE	PHOTOCOPIER MACHINE AND OTHERS	323,500.00	GENERAL FUND	30 CD
5.	DPOS-25-FURNITURE-0336	DEPARTMENT OF PUBLIC ORDER AND SAFETY	OFFICE CHAIR AND OTHERS	461,399.90	GENERAL FUND	30 CD
6.	GADCO-25-OESC-0379	GENDER AND DEVELOPMENT COUNCIL OFFICE	INK AND TONER CARTRIDGE	249,000.00	GENERAL FUND	15 CD
7.	HEALTH-25-MSLI-0418	QUEZON CITY HEALTH DEPARTMENT	SPECIMEN CONTAINER AND PROTEIN/CREATININE TEST FOR PRE-ECLAMPSIA	600,000.00	TRUST FUND	30 CD
8.	HRMD-25-HLMF-0339	HUMAN RESOURCE MANAGEMENT DEPARTMENT	HOTEL ACCOMMODATION AND OTHERS	660,000.00	GENERAL FUND	60 CD
9.	ITDD-25-IS-0300B	INFORMATION TECHNOLOGY DEVELOPMENT DEPARTMENT	SUBSCRIPTION TO INTERNET SATELLITE CONNECTION	315,000.00	GENERAL FUND	9 MONTHS
10.	OCM-25-MSLI-0399	OFFICE OF THE CITY MAYOR	VARIOUS MEDICAL SUPPLIES AND OTHERS	416,999.85	GENERAL FUND	9 MONTHS
11.	PDAO-25-MF-0278B	PERSONS WITH DISABILITY AFFAIRS OFFICE	CONTAINER VAN	400,000.00	GENERAL FUND	30 CD
12.	QCDRRMO-25-GM-0395	QUEZON CITY DISASTER RISK REDUCTION AND MANAGEMENT OFFICE	TENT COVER	686,400.00	GENERAL FUND	30 CD
13.	QCDTRC(TAHANAN)-25-FOODSTUFF-0383	QUEZON CITY DRUG TREATMENT AND REHABILITATION CENTER (TAHANAN)	MAMON, BISCUIT, AND OTHERS	147,040.00	GENERAL FUND	9 MONTHS
14.	QCDTRC(TAHANAN)-25-MSLI-0363	QUEZON CITY DRUG TREATMENT AND REHABILITATION CENTER (TAHANAN)	SYRINGE WITH NEEDLE, COTTON BALLS AND OTHERS	770,652.50	GENERAL FUND	30 CD
15.	QCDTRC(TAHANAN)-25-OSD-0358	QUEZON CITY DRUG TREATMENT AND REHABILITATION CENTER (TAHANAN)	VARIOUS OFFICE SUPPLIES AND OTHERS	220,573.00	GENERAL FUND	30 CD
16.	QCDTRC(TAHANAN)-25-SG-0356	QUEZON CITY DRUG TREATMENT AND REHABILITATION CENTER (TAHANAN)	VARIOUS SPORTS SUPPLIES (BADMINTON RACKET AND OTHERS)	107,362.00	GENERAL FUND	30 CD
17.	QCFD-25-PS2-0421	QUEZON CITY FIRE DISTRICT	PRINTING OF BROCHURE AND ORDER OF PAYMENT	300,459.00	GENERAL FUND	30 CD

NO.	PROJECT NO.	OFFICE	PROJECT NAME	AMOUNT	SOURCE OF FUND	DELIVERY PERIOD
18.	QCTD-25-CS1-0353	QUEZON CITY TOURISM DEPARTMENT	FOOD AND DRINKS, AND OTHERS	301,000.00	GENERAL FUND	9 MONTHS
19.	QCU-25-IT-0207B	QUEZON CITY UNIVERSITY	CLOUD-BASED ACCOUNTING INFORMATION SYSTEM (AIS) SOFTWARE FOR BACHELOR OF SCIENCE IN MANAGEMENT ACCOUNTING STUDENTS OF THE QUEZON CITYS UNIVERSITY	198,000.00	GENERAL FUND	30 CD
20.	RMBGH-25-OSD-0216	ROSARIO MACLANG BAUTISTA GENERAL HOSPITAL	VARIOUS OFFICE SUPPLIES (ADDING MACHINE TAPE AND OTHERS)	310,057.35	GENERAL FUND	30 CD
21.	SSDD-25-GARMENTS-0419	SOCIAL SERVICES DEVELOPMENT DEPARTMENT	TOTE BAG	316,500.00	GENERAL FUND	2 MONTHS
22.	TTMD-25-OESC-0312	TRAFFIC AND TRANSPORT MANAGEMENT DEPARTMENT	INK CARTRIDGE AND OTHERS	540,450.00	GENERAL FUND	30 CD

- 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.
- 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 **Monday, March 03, 2025** 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, March 11, 2025**. 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, March 11, 2025** 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=R2dZUUp4Z3lyU29iZGVlWmdKRjZCd09>

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