



*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



**APRIL 25, 2025**

**INVITATION TO BID**

NO.	PROJECT NO.	OFFICE	PROJECT NAME	AMOUNT	SOURCE OF FUND	DELIVERY PERIOD
1.	CAO(TFS)-25-CE2-0491	CITY ADMINISTRATOR'S OFFICE (TASK FORCE STREETLIGHTS)	JACKHAMMER AND HYDRAULIC PRESS MACHINE	217,621.00	GENERAL FUND	60 CD
2.	CGSD-25-SERVICES-0574	CITY GENERAL SERVICES DEPARTMENT	OPERATION AND MONTHLY PREVENTIVE MAINTENANCE SERVICE OF THE QUEZON CITY HALL LAGOON FOUNTAIN	338,800.00	GENERAL FUND	7 MONTHS
3.	CPO-25-GRMS-0431B	CITY PROSECUTOR'S OFFICE	COMPREHENSIVE PREVENTIVE MAINTENANCE SERVICE FOR ELEVATORS	763,000.00	GENERAL FUND	7 MONTHS
4.	CTO-25-PS2-0636	CITY TREASURER'S OFFICE	PRINTING OF VERIFIED STICKER	600,000.00	GENERAL FUND	30 CD
5.	DBO-25-EM-0639	DEPARTMENT OF BUILDING OFFICIAL	EVENT PLANNING AND COORDINATION SERVICES FOR SYMPOSIUM	612,250.00	TRUST FUND	15 CD
6.	DPOS-25-APP-0475	DEPARTMENT OF PUBLIC ORDER AND SAFETY	INDUSTRIAL DRUM FAN AND OTHERS	266,884.98	GENERAL FUND	30 CD
7.	DSQC-25-OESC-0428	DEPARTMENT OF SANITATION AND CLEANUP WORKS OF QUEZON CITY	TONER AND DRUM CARTRIDGE	101,999.98	GENERAL FUND	30 CD
8.	ENGINEERING-25-CE2-0437B	DEPARTMENT OF ENGINEERING	CHIPPING GUN AND OTHERS	776,136.80	GENERAL FUND	30 CD
9.	GADCO-25-SERVICES-0641	GENDER AND DEVELOPMENT COUNCIL OFFICE	WEBSITE MAINTENANCE, CLOUD SERVER MAINTENANCE, SUBSCRIPTION, AND SUPPORT FOR THE QUEZON CITY GENDER AND DEVELOPMENT (QC GAD) INTEGRATED MANAGEMENT INFORMATION SYSTEM	700,000.00	GENERAL FUND	7 MONTHS
10.	HEALTH-25-OESC-0497	QUEZON CITY HEALTH DEPARTMENT	TONER	210,000.00	GENERAL FUND	30 CD
11.	LEDIPO-25-OE-0426B	LOCAL ECONOMIC DEVELOPMENT AND INVESTMENT PROMOTIONS OFFICE	PHOTOCOPIER MACHINE AND OTHERS	484,570.00	GENERAL FUND	30 CD
12.	MDAD-25-OESC-0572	MARKET DEVELOPMENT AND ADMINISTRATION DEPARTMENT	INKS AND OTHERS	273,807.50	GENERAL FUND	30 CD
13.	OCEMEDINA-25-OE-0579	OFFICE OF COUN. ERIC MEDINA	DESKTOP COMPUTER	259,999.98	GENERAL FUND	30 CD
14.	PAISD-25-SERVICES-0611	PUBLIC AFFAIRS AND INFORMATION SERVICES DEPARTMENT	SUBSCRIPTION TO CONTROL PANEL WEB HOSTING AND CREATIVE SOFTWARE APPLICATIONS	201,833.24	GENERAL FUND	15 CD
15.	QCRRMO-25-PS2-0604	QUEZON CITY DISASTER RISK REDUCTION AND MANAGEMENT OFFICE	PRINTING OF COMMUNITY SAVINGS GROUP PASSBOOK	500,000.00	GENERAL FUND	30 CD
16.	QCRRMO-25-HLMF-0601	QUEZON CITY DISASTER RISK REDUCTION AND MANAGEMENT OFFICE	VENUE ACCOMMODATION AND OTHERS	936,000.00	GENERAL FUND	5 MONTHS
17.	QCDTRC(TAHANAN)-25-DM-0360	QUEZON CITY DRUG TREATMENT AND REHABILITATION CENTER (TAHANAN)	VARIOUS DRUGS AND MEDICINES	882,250.00	GENERAL FUND	30 CD
18.	QCDTRC(TAHANAN)-25-OSD-0358C	QUEZON CITY DRUG TREATMENT AND REHABILITATION CENTER (TAHANAN)	VARIOUS OFFICE SUPPLIES AND OTHERS	220,573.00	GENERAL FUND	30 CD
19.	QCDTRC(TAHANAN)-25-PCP1-0373B	QUEZON CITY DRUG TREATMENT AND REHABILITATION CENTER (TAHANAN)	TOOTHPASTE, BATHROOM SOAP AND OTHERS	200,913.00	GENERAL FUND	30 CD

NO.	PROJECT NO.	OFFICE	PROJECT NAME	AMOUNT	SOURCE OF FUND	DELIVERY PERIOD
20.	QCDTRC(TAHANAN)-25-PS2-0443B	QUEZON CITY DRUG TREATMENT AND REHABILITATION CENTER (TAHANAN)	PRINTING OF FLYERS AND TARPAULIN	102,907.00	GENERAL FUND	7 MONTHS
21.	QCGH-25-AAS2-0520C	QUEZON CITY GENERAL HOSPITAL	PREVENTIVE MAINTENANCE OF VARIABLE REFRIGERANT FLOW (VRF) AIRCONDITIONING SYSTEM	840,000.00	GENERAL FUND	7 MONTHS
22.	QCGH-25-FFRSE-0345B	QUEZON CITY GENERAL HOSPITAL	FIRE EXTINGUISHER REFILL	137,000.00	GENERAL FUND	30 CD
23.	QCGH-25-HMES-0424B	QUEZON CITY GENERAL HOSPITAL	REPAIR OF VACUUM STEAM STERILIZER	498,400.00	GENERAL FUND	30 CD
24.	QCTAC-25-AAS2-0619	QUEZON CITY TRAINING AND ASSESSMENT CENTERS	SUPPLY AND INSTALLATION OF AIRCONDITIONING UNIT	750,000.00	GENERAL FUND	30 CD
25.	QCTAC-25-OE-0512	QUEZON CITY TRAINING AND ASSESSMENT CENTERS	VARIOUS OFFICE EQUIPMENT AND OTHERS	183,035.60	GENERAL FUND	30 CD
26.	QCTAC-25-OSD-0511	QUEZON CITY TRAINING AND ASSESSMENT CENTERS	VARIOUS OFFICE SUPPLIES AND OTHERS	505,406.00	GENERAL FUND	7 MONTHS
27.	QCU-25-CG-0536B	QUEZON CITY UNIVERSITY	TOTE BAG AND OTHERS	136,150.00	TRUST FUND	45 CD
28.	QCU-25-CS1-0537B	QUEZON CITY UNIVERSITY	FOOD AND DRINKS	512,640.00	GENERAL FUND	7 MONTHS
29.	QMC-25-OESC-0588	QUEZON MEMORIAL CIRCLE ADMINISTRATION OFFICE	TONER, INK, AND OTHERS	237,259.36	GENERAL FUND	30 CD
30.	RMBGH-25-GRMS-0342	ROSARIO MACLANG BAUTISTA GENERAL HOSPITAL	COMPREHENSIVE PREVENTIVE MAINTENANCE OF MEDICAL GAS MANIFOLD	600,000.00	GENERAL FUND	7 MONTHS
31.	SPORTS-25-PS2-0555	QUEZON CITY SPORTS DEVELOPMENT OFFICE	PRINTING OF TARPAULIN	270,000.00	GENERAL FUND	30 CD
32.	SSDD-25-FOODSTUFF-0444B	SOCIAL SERVICES DEVELOPMENT DEPARTMENT	RICE	459,108.00	GENERAL FUND	15 CD
33.	VET-25-CS1-0625	CITY VETERINARY DEPARTMENT	FOOD AND DRINKS	120,000.00	GENERAL FUND	7 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 **Monday, April 28, 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 2<sup>nd</sup> Floor, Procurement Department, Finance Building, Quezon City Hall Compound on or before **10:00 A.M. of Tuesday, May 06, 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, May 06, 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=R2dZUUp4Z3lyU29iZGV1WmdKRjZCdz09>  
  
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  
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)
11. 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