



MAY 28, 2025

INVITATION TO BID

NO.	PROJECT NO.	OFFICE	PROJECT NAME	AMOUNT	SOURCE OF FUND	DELIVERY PERIOD
1.	ACCOUNTING-25-OE-0344	CITY ACCOUNTING DEPARTMENT	ALL-IN-ONE DESKTOP AND OTHERS	5,376,065.00	GENERAL FUND	30 CD
2.	CGSD-25-JS2-0526	CITY GENERAL SERVICES DEPARTMENT	VARIOUS JANITORIAL SUPPLIES AND OTHERS	26,798,424.54	GENERAL FUND	5 MONTHS
3.	CGSD-25-OSD-0528	CITY GENERAL SERVICES DEPARTMENT	VARIOUS OFFICE SUPPLIES	41,671,347.67	GENERAL FUND	5 MONTHS
4.	CLIMATE-25-EM-0736	CLIMATE CHANGE AND ENVIRONMENTAL SUSTAINABILITY DEPARTMENT	EVENTS MANAGEMENT FOR THE SECOND SEMESTER OF THE YEAR	7,500,000.00	GENERAL FUND	5 MONTHS
5.	HEALTH-25-HME-0677	QUEZON CITY HEALTH DEPARTMENT	VARIOUS MEDICAL EQUIPMENT (BIOSAFETY CABINET, HCT CENTRIFUGE, AND OTHERS)	5,297,408.60	GENERAL FUND	45 CD
6.	NDH-25-MSLI-0646	NOVALICHES DISTRICT HOSPITAL	VARIOUS MEDICAL SUPPLIES	3,684,762.90	GENERAL FUND	5 MONTHS
7.	OCM(ENGINEERING)-25-FIXTURES-0483B	OFFICE OF THE CITY MAYOR (DEPARTMENT OF ENGINEERING)	SUPPLY AND INSTALLATION OF VARIOUS FIXTURES AND OTHERS	1,016,113.84	GENERAL FUND	60 CD
8.	QCCSD-25-FIXTURES-0643	QUEZON CITY CITIZEN SERVICES DEPARTMENT	SUPPLY AND INSTALLATION OF MODULAR PARTITIONS INCLUDING FURNITURE FOR QUEZON CITY CITIZEN SERVICES DEPARTMENT	13,977,096.12	GENERAL FUND	45 CD
9.	QCRRMO-25-HLMF-0741	QUEZON CITY DISASTER RISK REDUCTION AND MANAGEMENT OFFICE (PDAO)	HOTEL ACCOMMODATION, FOOD AND DRINKS AND OTHERS FOR DISABILITY AWARENESS AND SENSITIVITY TRAINING AND OTHERS	5,643,776.00	GENERAL FUND	5 MONTHS
10.	QCRRMO-25-SOP-0713	QUEZON CITY DISASTER RISK REDUCTION AND MANAGEMENT OFFICE	DISASTER GO BAG SET	1,983,150.00	GENERAL FUND	5 MONTHS
11.	QCFD-25-VEHICLES-0629B	QUEZON CITY FIRE DISTRICT	MOTORCYCLE	1,254,350.00	TRUST FUND	60 CD
12.	QCGH-25-HME-0656	QUEZON CITY GENERAL HOSPITAL	SUCTION MACHINE	16,695,000.00	GENERAL FUND	60 CD
13.	SSDD-25-JS2-0633	SOCIAL SERVICES DEVELOPMENT DEPARTMENT	JANITORIAL SUPPLIES (DISINFECTANT LIQUID, ALL PURPOSE CLEANER AND OTHERS)	2,742,057.86	GENERAL FUND	30 CD
14.	SSDD-25-OSD-0591B	SOCIAL SERVICES DEVELOPMENT DEPARTMENT	VARIOUS OFFICE SUPPLIES (BALLPEN, CARD HOLDER AND OTHERS)	1,384,969.55	GENERAL FUND	30 CD
15.	SSDD-25-PS2-0559	SOCIAL SERVICES DEVELOPMENT DEPARTMENT	PRINTING OF LETTERHEAD AND OTHERS	1,310,759.00	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 8:00 a.m. – 5:00 p.m.**
5. A complete set of Bidding Documents may be acquired by interested Bidders on **Monday, June 02, 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
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, June 10, 2025 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, June 24, 2025**. 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, June 24, 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

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 bidder
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