



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



JULY 11, 2025

INVITATION TO BID

NO.	PROJECT NO.	OFFICE	PROJECT NAME	AMOUNT	SOURCE OF FUND	DELIVERY PERIOD
1.	ACCOUNTING-25-OSD-0788B	CITY ACCOUNTING DEPARTMENT	VARIOUS OFFICE SUPPLIES	926,965.30	GENERAL FUND	30 CD
2.	BCRD-25-HLMF-0836B	BARANGAY AND COMMUNITY RELATIONS DEPARTMENT	VENUE ACCOMMODATION AND OTHERS	576,000.00	GENERAL FUND	4 MONTHS
3.	CCRD-25-SERVICES-0894	CITY CIVIL REGISTRY DEPARTMENT	RENTAL OF PORTALET FOR OPLAN KALULUWA 2025	99,240.00	GENERAL FUND	2 MONTHS
4.	DPOS-25-MF-0910	DEPARTMENT OF PUBLIC ORDER AND SAFETY	DRY CONTAINER VAN	100,358.00	GENERAL FUND	30 CD
5.	HEALTH-25-CCP-0919	QUEZON CITY HEALTH DEPARTMENT	BIOPESTICIDE	250,000.00	GENERAL FUND	30 CD
6.	NDH-25-OESC-0865	NOVALICHES DISTRICT HOSPITAL	INK CARTRIDGE AND OTHERS	601,672.50	GENERAL FUND	30 CD
7.	QCRRMO-25-DM-0889	QUEZON CITY DISASTER RISK REDUCTION AND MANAGEMENT OFFICE	VARIOUS DRUGS AND MEDICINES FOR COMMUNITY BASED ANIMAL RECOVERY MANAGEMENT	183,184.00	GENERAL FUND	30 CD
8.	QCRRMO-25-AAS2-0851	QUEZON CITY DISASTER RISK REDUCTION AND MANAGEMENT OFFICE	SUPPLY AND INSTALLATION OF AIR CONDITIONING UNIT FOR THE ESTABLISHMENT OF BREAST-FEEDING STATION IN EVACUATION CENTERS	320,000.00	GENERAL FUND	30 CD
9.	QCRRMO-25-CE1-0895	QUEZON CITY DISASTER RISK REDUCTION AND MANAGEMENT OFFICE	SATELLITE PHONES	450,000.00	GENERAL FUND	60 CD
10.	QCRRMO-25-CE2-0660B	QUEZON CITY DISASTER RISK REDUCTION AND MANAGEMENT OFFICE	CONCRETE SCREEDER AND OTHERS	983,532.10	GENERAL FUND	60 CD
11.	QCRRMO-25-HLMF-0850	QUEZON CITY DISASTER RISK REDUCTION AND MANAGEMENT OFFICE	HOTEL ACCOMMODATION AND OTHERS FOR ORIENTATION ON GENDER IN CLIMATE ACTION	400,000.00	GENERAL FUND	4 MONTHS
12.	QCGH-25-PP-0900	QUEZON CITY GENERAL HOSPITAL	PLASTIC PALLET	402,600.00	GENERAL FUND	30 CD
13.	QCSBCDPO-25-OE-0744B	QUEZON CITY SMALL BUSINESS AND COOPERATIVES DEVELOPMENT AND PROMOTIONS OFFICE	PHOTOCOPIER AND OTHERS	359,373.00	GENERAL FUND	40 CD
14.	QCU-25-GM-0715	QUEZON CITY UNIVERSITY	GARDEN PLANT POTS AND OTHERS	200,687.00	GENERAL FUND	30 CD
15.	RMBGH-25-AMS-0820B	ROSARIO MACLANG BAUTISTA GENERAL HOSPITAL	PREVENTIVE MAINTENANCE SERVICE OF AIR CONDITIONING UNITS	967,500.00	GENERAL FUND	4 MONTHS
16.	RMBGH-25-GRMS-0718	ROSARIO MACLANG BAUTISTA GENERAL HOSPITAL	PREVENTIVE MAINTENANCE OF HERMETIC DOOR AND LOBBY/ENTRANCE DOOR	500,000.00	GENERAL FUND	4 MONTHS
17.	SSDD-25-BMOP-0539B	SOCIAL SERVICES DEVELOPMENT DEPARTMENT	PSYCHOLOGICAL TEST MATERIALS	162,150.00	GENERAL FUND	30 CD
18.	SSDD-25-MSLI-0565	SOCIAL SERVICES DEVELOPMENT DEPARTMENT	THERMOMETER, NEBULIZER AND OTHERS	607,382.45	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, July 14, 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, July 22, 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, July 22, 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:

MS. MA. VICTORIA L. TEJEDOR, MMPA
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:


Digitally signed by Mejia
Ma. Margarita Santos
Date: 2025.07.11
16:23:49 +08'00'
MS. MA. MARGARITA S. MEJIA, DPA
Chairperson, QC-BAC-Goods and Services