




Republic of the Philippines
PROVINCE OF QUEZON
MUNICIPALITY OF POLILLO

INVITATION TO BID FOR:
SUPPLY AND DELIVERY OF OFFICE & OTHER OFFICE SUPPLIES
LGU Polillo, Quezon

1. The Municipality of Polillo, through the Approved Budget 2021 by the Sangguniang Bayan intends to apply the sum of **Seven Hundred Ninety Five Thousand Nine Hundred Fifty Five Pesos & 63/100 Only (₱ 795,955.63)** being the Approved Budget for the Contract (ABC) to payments under the contract for **SUPPLY AND DELIVERY OF OFFICE & OTHER OFFICE SUPPLIES, LGU-POLILLO, QUEZON** Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The Municipality of Polillo now invites bids for the above Procurement Project. Delivery of Goods is required **Thirty (30) Calendar Days**. Bidders should have completed 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) 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 **Municipality of Polillo** and inspect the Bidding Documents at the address given below from, **8:00AM to 5:00PM (Monday to Friday)**.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **September 2-9, 2021** (before 2:30PM) from given address below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Five Hundred Pesos Only (₱ 500.00)**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees will be presented in person, by facsimile, or through electronic means.
6. Bids must be duly received by the BAC Secretariat through (i) manual submission at the office address as indicated below, (ii) online or electronic submission as indicated below on or before **September 9, 2021, 2:30pm**. at the address below. 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 16.
8. Bid opening shall be on **September 9, 2021, 2:30PM** at the given address below and/or through messenger. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
9. The **Municipality of Polillo** 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 Implementing Rules and Regulations (IRR) of RA No. 9184, without thereby incurring any liability to the affected bidder of bidders.

For further information, please refer;
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DANILO R. ALMACEN
BAC Chairperson

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