

Republic of the Philippines  
CITY OF BAIS  
BIDS AND AWARDS COMMITTEE

**NOTICE FOR NEGOTIATED PROCUREMENT (53.1)**

In view of the failure of the second bidding scheduled last September 18, 2018, the Bids and Awards Committee (BAC) passed Resolution No. 101 series of 2018 duly approved by the Head of Procuring Entity which provides that the city shall opt to procure the foregoing request/project thru negotiation, viz:

ITEM	APPROVED BUDGET FOR THE CONTRACT (ABC)
<b>PR NO. 473-18</b> for use in the (CPOC) City Peace and Order Council, viz:	
<b><u>Other Machinery &amp; Eqpt. 1-07-05-990</u></b>	
1 1 unit	Sound System: 2 Speakers - Audio watt output: 1000w - USB input - Microphone wireless <b>Php 204,000.00</b>
2 1 unit	DSLR Camera - 24 MP - 3x optical zoom
<b><u>IT Equipment 1-07-05-030</u></b>	
3 2 each	External Hard Drive, 1TB
4 1 unit	Branded Computer unit w/ accessories Core i7 processor, 1 T HDD 8 GB DDR3 memory, 1 GB video card 18.5" LED monitor UPS, AVR
<b><u>Other Supplies &amp; Materials</u></b>	
5 1 pc.	Audio Cord 10 meters
6 10 pcs.	USB 32gb
7 1 pc.	HDMI Cable
<b><u>Office Eqpt. 1-07-05-020</u></b>	
8 1 unit	Projector screen (70" x 70")
9 1 unit	Binding Machine
10 1 unit	Dictation Machine Recorder -USB
11 1 unit	Multi Functional Fax Machine
12 2 units	Steel Filing Cabinet

In view thereof, you are hereby advised to submit the following document on **OCTOBER 2, 2018** at 1:30 in the afternoon at the CBO, City Hall Annex, this city at which date, time and place, the said documents will be opened and evaluated, viz:

1. Request for Quotation
2. Registration Certificate from SEC, DTI for sole proprietorship, or CDA for cooperatives.
3. Valid and current Mayor's Permit where the principal place of business of the bidder is located.
4. Tax Clearance.
5. Certificate of Product Registration (CPR) from Food and Drug Administration (FDA). **(for Medicine Only)**
6. If the supplier is not the manufacturer, certification from the manufacturer that the supplier is an

authorized distributor/dealer of the product(s)/item(s). **(For Medicine Only)**

7. License To Operate (BFAD). **(For Medicine Only)**

8. PCA - for Coco Lumber; DENR Certificate - for Good Lumber **(for Construction Materials Only)**

9. SWORN STATEMENT by the prospective bidder or its duly authorized representative as to the following:

- (a) It is not blacklisted or barred from bidding by the GOP or any of its agencies; office corporations, or LGU's, including foreign government/foreign or international financing institutions whose blacklisting rules have been recognized by the GPPB;
- (b) Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statement and information provided therein are true and correct;
- (c) It is authorizing the Head of Procuring Entity or the duly authorized representative/s to verify all documents submitted;
- (d) Authority of the signatory;
- (e) Affidavit of disclosure of no relationship;
- (f) Certification on bidder's responsibilities;
- (g) It comply with existing labor laws and standards, in the case of procurement of services;
- (h) It did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project activity, and

10. Certificate of PhilGEPS Registration

Please be guided accordingly.

Very truly yours,



**ARSENIO C. ADANA, SR.**  
(City Budget Officer I)  
BAC Chairman