

**Republic of the Philippines
CITY OF BAIS
BIDS AND AWARDS COMMITTEE**

INVITATION TO APPLY FOR ELIGIBILITY AND TO BID

The City Government of Bais invites interested bidders to apply for eligibility and to bid for Renovation of City Treasurer's Office, viz:

PR NO. 700-18	ITEM	APPROVED BUDGET FOR THE CONTRACT (ABC)
I.	Hardware	Php 959,305.00
1	240 bags	Portland Cement (40kg/bag) type 1
2	20 lngth	12mm Ø x 6.0m. Def. Steel Bar (0.82 kg/meter)
3	160 lngth	10mm Ø x 6.0m. Def. Steel Bar (0.62 kg/meter)
4	18 kls	G.I. Wire Galvanized no. 16
5	10 pcs	Hacksaw Blade, 12" x 18 TPI, HSS All Hard
6	50 shts	Cement Fiber Board 4.5mmthk. (hardiflex)
7	80 pcs	Double Metal Furring (6mm x 19 x 50 x 5m)
8	100 pcs	Double Metal Furring Clip
9	35 pcs	Carrying Channel (1.0mm x 12 x 38 x 5m)
10	80 pcs	Metal Wall Angle (6mm x 25 x 25 x 3m)
11	4000 pcs	Metal Furring Screw or Japs Screw
12	4000 pcs	Cement Fiber Board Screw 1.6mm BMT (32mm streaker Grabber Screw)
13	8 pcs	Score and Snap Knife (for cement board)
14	8 kls	Concrete Nails # 1/2"
15	6 kls	Concrete Nails # 1 1/2"
16	30 sheets	Phenolic Plywood 18mm thk. X 4ft. X 8ft.
17	25 sheets	Plywood 18mm thk. X 4ft. X 8ft.
18	40 pcs.	Stainless pull handle
19	10 shts	1/4" thk. Marine Plywood
20	12 lits.	Wood glue (stikwell)
21	12 pair	12" Roller Guide for Cabinet Drawer
22	100 pcs.	Concealed hinges
23	12 kls	# 2" finishing Nails
24	10 kls	# 1 1/2" finishing Nails
25	30 pcs.	1/2" x 4"x 10ft wood Cornice Moulding
26	25 pcs.	1/2" x 6" x 10ft. wood Base board Moulding
27	40 pcs.	10ft. Quarter round wood Moulding
28	50 pcs.	10ft. Half round wood Moulding
29	4 pcs.	Stairs wood Handrail 2" x 3"x 10ft.
30	12 lits.	Wood glue (stikwell)
31	8 kls	# 1" finishing Nails
32	5 kls	# 1 1/2" finishing Nails
33	80 linear m.	1.2mm thick x 970mm effective lenght Steel Deck
34	12 lngth	3" Dia. G.I. pipe S-40
35	60 lngth	6mm thk x 50mm x 50mm Angle Bars
36	40 lngth	4mm thk x 50mm x 50mm Angle Bars
37	30 lngth	6mm thk. x 50mm plain bars
38	30 lngth	16mmØ x 6.0m. Round Bars
39	50 lngth	10mmØ x 6.0m. Round Bars
40	35 sheets	1" x 1.2 x 2.4m marine plywood
41	400 pcs.	Tekscrew 2 1/2"
42	10 kls.	Welding Electrodes, E6013
43	450 pcs.	0.60m x 0.60m Ceramic Granite Tiles (Glazed)
44	260 pcs.	0.30m x 0.30m Ceramic Granite Tiles (Glazed)
45	150 pcs.	0.30m x 0.30m Ceramic Granite Tiles (Unglazed)

46	40	bags	Tile Adhesive Cement (25kg/bag)	
47	25	pcs.	PVC Tile Moulding	
48	30	pcs.	uPVC utility box, 2"x4"	
49	25	pcs.	uPVC Junction box, 4"x4"	
50	2	rolls	100m/roll, uPVC flexible Electrical Pipe, 1/2"Ø	
51	400	pcs.	uPVC clip, 1/2"Ø w/concrete nails	
52	50	pcs.	uPVC male treaded adaptor, 1/2"Ø	
53	1.5	rolls	TW Copper wire # 14AWG (2.0mm ²) 150 m./roll	
54	1	rolls	TW Copper wire # 12AWG (3.5mm ²) 150 m./roll	
55	50	meters	TW Copper wire # 8AWG (8.0mm ²) 150 m./roll	
56	35	pcs.	6" Pin lighting w/ 18w, Compact fluorescent lamp (CFL)	
57	8	pcs.	wall switch, 3gang, flush type	
58	12	sets	convenience outlet, 3gang, flush type	
59	5	gal	Concrete neutralizer	
60	20	gal.	Flat Latex white	
61	20	gal.	Semi Gloss Latex white	
62	15	gals.	Acrytex Cast	
63	8	gals	Acrytex Cast Reducer	
64	50	cls.	Patching compound	
65	18	gals.	Flat wall enamel white	
66	22	gals.	Quick dry enamel white	
67	30	lits.	Oil wood Stain (wallnut)	
68	20	gals	Lacquer thinner	
69	15	gals.	Paint thinner	
70	30	pcs.	Sand Paper # 100	
71	30	pcs.	Sand Paper# 120	
72	8	can	Latex Tinting Color 1/4L / Can (hanza yellow)	
73	8	can	Latex Tinting Color 1/4L t Can (burnt siena)	
74	10	can	Latex Tinting Color 1/4L / Can (Raw siena)	
75	12	gals.	Zink chromate Primer yellow	
76	12	sets	Roller Brush 7" w/ Pan	
77	10	pcs.	Paint Brush # 2"	
78	6	pcs.	Paint Brush # 4"	
II.	Aggregate			21,800.00
79	20	cu m.	Sand (fine aggregates, 4.75mmØ max. size	
80	12	cu m.	Gravel (coarse aggrergates 37.5mmØ max. size	
III.	Fuel			2,180.00
81	20	lits.	fuel Gasoline	
82	4	lits.	oil lubricant # 40	
				Php 983,285.00

The approved budget for the contract is to be taken from Gen. Fund 2018 & 2017. Partial bids are allowed, however, bids received in excess of the ABC shall be automatically rejected at bid opening.

In order to qualify, bidders should conform to the eligibility criteria as prescribed under Sec. 23 and 25 of the Revised IRR-A of R.A. 9184.

Bidding will be conducted through open competitive bidding procedures using non-discretionary "pass/fail" criteria as specified in the revised IRR-A of R.A. 9184. As such non-submission of any of the required documents will result in the disqualification of the bidder.

The following documents are required for submission:

A. ELIGIBILITY DOCUMENTS INCLUDING TECHNICAL DOCUMENTS (1ST ENVELOPE):

1. Registration Certificate from DTI for Sole Proprietorship, SEC for Corporation or CDA for Cooperative.
2. Valid and current Mayor's Permit where the principal place of business of the bidder is located.
3. BIR Registration Certificate with Taxpayer's Identification Number.
4. Statement of the bidder of all its ongoing and completed government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and

complexity to the contract to be bid, within the relevant period where applicable.

The statement shall be supported with a copy of the contracts/Purchase or Job Orders; and end-users acceptance or delivery receipt duly acknowledged.

The bidder must have completed within a period of five (5) years from the date of submission and receipt of bids, a single contract that is similar to the contract to be bid whose value must be at least fifty (50%) percent of the ABC.

However, in the case of Expendable Supplies, said single contract must be at least twenty five (25%) percent of the ABC, or;

The bidder should have completed at least two (2) similar contracts and the aggregate contract amounts should be equivalent to at least the percentage of the ABC as required above.

5. Certificate of Product Registration (CPR) from Food and Drug Administration (FDA). **(for Medicine Only)**
6. Certificate of Good Manufacturing Practice from FDA. **(For Medicine Only)**
7. Batch Release Certificate from FDA. **(For Medicine Only)**
8. 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)**
9. License To Operate (FDA). **(For Medicine Only)**
10. Certificate of Accreditation from Bureau of Local Government Finance (BLGF) **(For Accountable Forms Only)**
11. Audited financial statements, showing, among others, the bidder's total and current assets and liabilities, stamped "RECEIVED" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission.
12. The bidder's computation for its Net Financial Contracting Capacity (NFCC) must at least be equal to the ABC to be bid, or a commitment from a Universal or Commercial Bank to extend a credit line in favor of the bidder if awarded the contract to be bid (CL) must at least be equal to ten percent (10%) of the ABC to be bid.
13. Valid Joint Venture Agreement (JVA), in case venture is already in existence.
14. The bid security shall be in an amount equal to a percentage of the ABC in accordance with the following schedule:

Form of Bid Security	Amount of Bid Security
a) Cash, Cashier's/Manager's Check, Bank Draft/Guarantee confirmed by a Universal or Commercial Bank.	Two Percent (2%)
b) Irrevocable Letter of Credit issued by a Universal or Commercial Bank; provided, however, that it shall be confirmed or authenticated by a Commercial or Universal Bank'; if issued by a foreign bank.	
c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	Five Percent (5%)
d) Bid Securing Declaration	

Prospective bidder may also submit bid securities in the form of Cashier's/Manager's Check, Bank Draft/Guarantee, or Irrevocable Letter of Credit from other banks certified by the BSP as authorized to issue financial statement. Bids and bid securities shall be valid for a reasonable period as determined by the head of the procuring entity, but in no case shall exceed 120 calendar days from the date of the opening of bids.

15. Production/Delivery Schedule.
16. Manpower Requirements
17. After-Sales Service/Parts (if applicable)
18. 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) 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
19. Technical Specifications (with brochures, if applicable).
 20. Certificate of PhilGEPS Registration
 21. Tax Clearance
 22. Latest Income and Business Tax Returns (monthly or quarterly)

B. FINANCIAL DOCUMENTS: (2nd ENVELOPE)

- (a) Bid prices in the Bill of Quantities

Failure to submit the above requirements on time or a finding against the veracity of such shall be ground for the forfeiture of the bid security and disqualify the bidder for award.

Performance security and warranty shall be governed by the provisions of Secs. 39 and 62, respectively, of the revised IRR-A of R.A. 9184.

Bid documents can be obtained upon payment of non-refundable fee equivalent to the total amount of the ABC of the items in which interested bidders intend to bid, in accordance with the Guidelines on the Sale of Bidding Documents, Appendix 25 of the Revised IRR of R.A. 9184:

Approved Budget for the Contract (ABC)	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

Bid documents can be obtained at the BAC Secretariat, Office of the Bids and Awards Committee, this city, Tel. No. (035) 402-8047, anytime during office hours; and can also be inquired for further information or particulars.

All other particulars relative to the procurement process shall be governed by the Revised Implementing Rules and Regulations of R.A. 9184 otherwise known as the Government Procurement Reform Act.

Eligibility requirements including Technical Documents and Financial documents shall be submitted together each in separate sealed envelopes duly marked as such on **September 4, 2018** at the City Budget Office, 2nd Floor, City Hall Annex Building, this city, at 1:30 PM at which date, place, and time said envelopes shall be opened in the presence of the members of the BAC, the attending bidders, the observers, or their duly authorized representative. Late and unsealed bids shall not be accepted.

The City Government of Bais reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at anytime prior to contract award, without thereby incurring any liability to the affected bidder or bidders.



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