



Republic of the Philippines
CITY OF ALAMINOS
Province of Pangasinan

INVITATION TO BID

The **City Government of Alaminos, Pangasinan** through its Bids and Awards Committee (BAC) invites PhilGEPS registered suppliers to apply for eligibility and if found eligible to bid for the **PROCUREMENT OF VARIOUS OFFICE AND JANITORIAL SUPPLIES TO BE USED AT CITY TOURISM OFFICE, ALAMINOS CITY, PANGASINAN** with the following minimum requirements and corresponding approved budget.

Item No.	QTY	Unit of issue	Item Description	Approved Budget for Contract
1	25	pcks	Garbage bag medium x 10's	
2	25	pcks	Garbage bag XXL x 10's	
3	150	pcs	Albatros,medium	
4	300	rolls	tissue paper, joy,2ply	
5	30	pcs	Bioderm soap 25g x 50's	
6	200	ltrs	Muriatic acid	
7	25	btls	Air freshener spray,250ml	
8	1000	pcks	Detergent powder,70g,ariel	
9	130	bars	Detergent bar, tide	
10	15	btls	Zonrox bleach x 1ltr	
11	25	btls	Dishwashing liquid	
12	15	btls	Insecticide, baygon 500ml	
13	3	pcs	Kitchen Knife	
14	3	pcs	Spade	
15	3	pcs	Rake	
16	20	pcs	Broom stick	
17	15	pcs	Broom,soft	
18	10	pcs	Toilet bowl pump	
19	10	pcs	toilet bowl brush	
20	15	pcs	Dust pan,medium,plastic	
21	15	pcs	Trash can, medium	
22	2	pcs	Squeeze mop wet extractor	
23	5	pcs	Mop handle	
24	15	pcs	Mop heads	
25	28	pcs	Pail	
26	5	bots	Glass cleaner 250ml	
27	2	pcs	Chopping board- big	
28	5	pcs	Basin,big,stainless	
29	4	bots	Liquid sosa 500ml	
30	10	pcs	shower valve	
31	10	pcs	Shower head	
32	10	pcs	Lavatory faucet	
33	3	ltrs	Epoxy 1/2	
34	10	pcs	Teflon tape	
35	10	pcs	Ball valve	
36	5	pcs	Cotton 100g	
37	75	btls	Alcohol 70%, 500ml	
38	5	btls	Betadine 50ml	
39	3	bxs	Band aid	
40	3	bxs	Bandage 100g	
41	2	btls	Hydrogen peroxide	
42	20	rms	Bookpaper long	
43	20	rms	Bookapper short	
44	25	pcs	Brown envelope long	
45	26	pcs	Brown envelope short	
46	100	pcs	Folder long	
47	100	pcs	Folder short	
48	10	bxs	Paper fastener	
49	60	pcs	Ballpen black	
50	10	pcs	Pentel pen black	
51	5	pcs	Whiteboard pen black	
52	2	bxs	Push pin	
53	5	bxs	Staple wire # 35	
54	5	pcs	Packaging tape 2",24mm	
55	7	pcs	Tape transparent 2",24mm	
56	10	pcs	Tape, transparent 1",24mm	

57	27	pcs	HP ink # 21	
58	25	pcs	HP ink # 22	
59	8	pcs	correction pen,metal tip	
60	100	pcs	Bussiness envelope long	
61	5	pcs	Stabilo, fiber castle	
62	5	pcs	Scissor	
63	1	bx	Carbon film long	
64	10	pcs	Record book 300pp	
65	80	pcs	Pencil	
66	30	pcs	CD-R w/ indi case	
67	48	pcs	Signpen	
68	1	pc	Paper cutter (L500)	
69	4	pcs	Staple remover (adoro)	
70	4	pcs	Stapler # 35	
71	2	Rolls	Coco Cloth	
72	1	unit	Whiteboard 3 x 2	
73	2	pcs	Whiteboard eraser	
			Total	P 174,610.00

Bids received in excess of the ABC shall be automatically rejected at the Bid Opening.

Bidding will be conducted through open competitive bidding procedures using non-discretionary pass/fail criteria as specified in the Implementing Rules and Regulations Part A (IRR-A) of Republic Act No. 9184 (R.A. 9184), otherwise known as the Government Procurement Reform Act, and is restricted to organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, as specified in Republic Act 5138 (R.A. 5138). Only Bids from Bidders who pass the eligibility check will be opened. The process for the eligibility check is described in Section II of the Bidding Documents, **ITB**. The bidder/s with the Lowest Calculated Bid (LCB) shall advance to the post-qualification stage in order to finally determine responsiveness to the technical and financial requirements of the project. In case two (2) or more bidders tie in the financial proposals, and are eventually found to be equally post-qualified, "drawing of lots" shall be resorted to as the tie-breaking method in accordance with GPPB Circular No. 06-2005. The contract shall then be awarded to the Lone **Lowest Calculated and Responsive Bidder (LCRB)** determined after Post Qualification, or after the drawing of lots in case of tie.

Interested Bidders may obtain further information from the Bids and Awards Committee of Alaminos City, Pangasinan, inspect and/or purchase the Bidding Documents upon payment of a non-refundable fee of **Four Hundred Thirty Six Pesos Only (Php 436.00)** at the Bids & Awards Committee, City Budget Office, 2ndFlr. City Hall Bldg., Alaminos City, Pangasinan beginning **March 24-April 12, 2010**.

The Bidding Documents shall be received personally by the prospective bidder or his authorized representative.

Bids and eligibility requirements must be delivered to the above-mentioned address on or before **April 12, 2010 at 10:00 AM**. All Bids must be accompanied by a Bid Security in the form of Cash, Certified Check, Cashier's Check, Manager's Check and in amount not less than the amount provided hereunder:

FORM OF SECURITY

- A. Cash, Certified Check, Cashier's Check, Manager's Check, Bank Draft or Irrevocable Letter of Credit
- B. Bank Guarantee
- C. Surety Bond (GSIS only)

MINIMUM AMOUNT OF % OF ABC TO BE BID

- Two percent (2%)
Two percent (2%)
Five percent (5%)

SCHEDULE OF BIDDING ACTIVITIES

1. Issuance of Bid and Eligibility Documents - March 24 – April 12, 2010
Bids and Awards Committee, City Budget Office
2ndFlr. City Hall Building, Alaminos City, Pang.
2. Deadline of submission of Eligibility Documents & Bids - April 12, 2010 @ 10:00 AM
- Bids and Awards Committee, City Budget Office
2ndFlr. City Hall Building, Alaminos City, Pang.
3. Opening of Bids - April 12, 2010 @ 10:30 AM
City Conference Room
2ndFlr. City Hall Building, Alaminos City, Pang.

The **City Government of Alaminos, Pangasinan** reserves the right to accept or reject any Bid, and to annul the bidding process and reject all Bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder or Bidders.

Approved by:

MS. ROWENA F. RUIZ
BAC Chairman

Date of Posting : March 24, 2010