



**BIDS AND AWARDS COMMITTEE  
CITY OF CALAMBA**

**Section I. INVITATION TO BID**

Reference No.: G-2015-812

1. The CITY GOVERNMENT OF CALAMBA through the General Fund intends to apply the sum of **Php 247,744.00** being the Approved Budget for the Contract (ABC) to payments under the contract for:

**G-2015-812 SUPPLY AND DELIVERY OF OFFICE EQUIPMENT  
Office of the City Vice-Mayor**

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

2. The City Government of Calamba now invites bids for the above stated procurement. Delivery of the GOODS is required within **Seven (7) calendar days**. Bidders should have completed, within the last two (2) 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 Implementing Rules and Regulations (IRR) of Republic Act (R.A.) 9184, otherwise known as the "Government Procurement Reform Act."

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 Republic Act 5183 and subject to Commonwealth Act 138.


4. Interested Bidders or his duly authorized representative may obtain further information from the City Government of Calamba and inspect the Bidding Documents at the address given below from 8:00 AM - 5:00 PM.

A complete set of Bidding Documents may be acquired by interested Bidders or his duly authorized representative on **December 2 to 8, 2015** from the address below and upon payment of a non-refundable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Php500.00.

5. Bids must be delivered by the Bidder or his duly authorized representative, to the address below on or before **10:00 AM December 9, 2015**. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause 18**.

CERTIFIED PHOTOCOPY

LEAH H. ALMORO  
BAC Secretary

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|          | <p>Bid opening shall be on <b>December 9, 2015 2:00 PM</b> at the BAC Office, LG/F 25 Calamba City Hall. Bids will be opened in the presence of the Bidders or the Bidders' authorized representatives who choose to attend. Late bids shall not be accepted.</p> <p>6. The BAC of the City Government of Calamba reserves the right to accept or reject any Bid, to annul the bidding process, and to reject all Bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder or Bidders.</p> <p>7. For further information, please refer to:</p> <p style="padding-left: 40px;"> <i>Name of Officer :</i> Ms. Leah H. Almoro<br/> <i>Name of Office :</i> BAC Office, City Government of Calamba<br/> <i>Postal Address :</i> LG/F 25 Calamba City Hall<br/> Bacnotan Road, Barangay Real, Calamba City, Laguna<br/> <i>Tel/Fax No. :</i> (049) 545-6789 local 8327<br/> <i>E-mail Address :</i> <a href="mailto:leahalmoro@yahoo.com">leahalmoro@yahoo.com</a> </p> <div style="text-align: center; margin-top: 20px;"> <br/> <b>GREGORIA J. ALCANTARA</b><br/> City Budget Officer<br/> BAC Chairman </div> |                           |

BAC-TWG / January 2015

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**LEAH H. ALMORO**  
BAC Secretary