




**BIDS AND AWARDS COMMITTEE  
CITY OF CALAMBA**

**Section I. INVITATION TO BID**

	Reference No.: G-2021-796
1.	<p>The CITY GOVERNMENT OF CALAMBA through the Special Education Fund intends to apply the sum of PHP <b>3,360,000.00</b> being the Approved Budget for the Contract (ABC) to payments under the contract for:</p> <p style="text-align: center;"><b>G-2021-796      SUPPLY AND DELIVERY OF OFFICE SUPPLIES City Schools Division</b></p> <p>Bids received in excess of the ABC shall be automatically rejected at Bid opening.</p>
2.	<p>The City Government of Calamba now invites bids for the above stated procurement. Delivery of the GOODS is required within <b>Seven (7) calendar day/s</b>. 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.</p>
3.	<p>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 (R.A.) 9184, otherwise known as the "Government Procurement Reform Act."</p> <p>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.</p>
4.	<p>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.</p>
5.	<p>A complete set of Bidding Documents may be acquired by interested Bidders or his duly authorized representative 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 Php5,000.00.</p>
6.	<p>The BAC of the City Government of Calamba will hold a Pre-Bid Conference which shall be open to all prospective Bidders, or its duly authorized representative to be held at the BAC Office, LG/F 25, Calamba City Hall on <b>October 22, 2021 at 10:00 AM.</b></p>

**CERTIFIED PHOTOCOPY:**

  
**JERRALYN A. CANICULA**  
BAC SECRETARIAT

7. Bids must be delivered by the Bidder or his duly authorized representative, to the address below on or before **9:00 AM November 3, 2021**. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause 18**.

Bid opening shall be on **November 3, 2021 2:00 PM** 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.

8. The HOPE of the City Government of Calamba 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 Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected Bidder or Bidders.

- 9 For further information, please refer to:

*Name of Officer :* Ms. Maria Luisa C. Pua


*Name of Office :* BAC Office, City Government of Calamba

*Postal Address :* LG/F 25 Calamba City Hall

Bacnotan Road, Barangay Real, Calamba City, Laguna

*Tel/Fax No. :* (049) 545-6789 local 8327

*E-mail Address :* [calambacityb@gmail.com](mailto:calambacityb@gmail.com)

  
GREGORIA J. ALCANTARA  
City Budget Officer  
BAC Chairman

BAC-TWG / January 2017

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