



INVITATION TO APPLY FOR ELIGIBILITY AND TO BID

Republic of the Philippines
Municipality of Gubat
SORSOGON

INVITATION TO BID FOR THE PURCHASE OF OFFICE SUPPLIES FOR 3RD QUARTER OF 2022

1. The Local Government Unit of Gubat through its General Fund, intends to apply the sum of Six Hundred Thirty Two Thousand-Fifty Four Pesos (P632,054.00) being the Approved Budget for the contract (ABC) to payments under the contract for PR13520. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The Local Government Unit of Gubat now invites sealed Bids from Eligible Bidders for the Purchase of Office Supplies for 3rd Quarter of 2022. Delivery of the Goods is required within 30 calendar days.
3. Bidding will be conducted in accordance with relevance procedures for Open Competitive Biddings 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%) of outstanding capital stock belonging to citizens of the Philippines, as specified in Republic Act 5183 (R.A 5183). Only Bids from Bidders who pass the Eligibility check will be opened. The Bidder with the Lowest Calculated Bid (LCB) shall advance to the post – qualification stage in order to finally determine his responsiveness to the technical and financial requirements of the project. The contract shall then be awarded to the Lowest Calculated Bidder (LCRB) who was determined as such during the post- qualification procedure.
4. Interested bidders may obtain further information from the LGU-Bids and Awards Committee, Municipality of Gubat, Province of Sorsogon and inspect the Bidding Documents at address given below from 8:00 A.M. to 5:00 P.M.
5. A complete set of Bidding Documents may be purchased by the interested bidders from August 31, 2022 to September 7, 2022 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 One Thousand Pesos Only (P1,000.00).
6. Bids must be delivered to the address below on or before 10:00 A.M. of September 7, 2022 at the Office of the Bids and Awards Committee, Municipal Compound, Gubat Sorsogon. All bids must be accompanied by a bid security in any of the acceptable form and in the amount stated in ITBClause 18.

Bid opening shall be at 10:00 A.M. of September 7, 2022 at Municipal Conference Room, Municipal Compound, Manook Street, Gubat, Sorsogon. Bids will be opened in the presence or absence of the bidders or bidder's representative who choose to attend at the address below. Opening of bids will push through whether or not the bidder's representative are present. Late bids shall not be accepted. The deadline for the submission of bids will proceed immediately after the time set for the deadline of submission of bids as indicated above.

7. The LGU-Gubat reserves the right to accept or reject any Bid, and to annul the bidding process and reject all Bids any time of prior to contract award, without thereby incurring any liability to the affected Bidder or Bidders. The Invitation to Bid is not an integral part of the bidding documents.
8. For further information, please refer to:

FAUSTINO E. TACLAN, JR.
BAC Chairman
LOCAL GOVERNMENT UNIT OF GUBAT
MUNICIPAL HALL, MANOOK STREET,
GUBAT, SORSOGON