



Republic of the Philippines
Municipality of Gubat
SORSOOGON

LOCAL GOVERNMENT UNIT OF GUBAT

**INVITATION TO BID FOR
Purchase of Office Supplies for 4th Quarter of 2023**

1. The Local Government Unit of Gubat, through its General Fund FY 2023 intends to apply the sum of *Four Hundred Ninety Six Thousand-Five Hundred Forty Pesos (P496,540.00)* being the ABC to payments under the contract for *Purchase of Office Supplies for 4th Quarter of 2023/PR1427*. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The Local Government Unit of Gubat now invites bids for the above Procurement Project. Delivery of the Goods is required within 15 calendar days. Bidders should have completed, within *the last two 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 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

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 RA No. 5183.

4. Prospective Bidders may obtain further information from Local Government Unit of Gubat and inspect the Bidding Documents at the address given below from 8:00 am to 5:00 pm, Mondays to Fridays.
5. A complete set of Bidding Documents may be acquired by interested Bidders on *November 23-30, 2023* from the given address *and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Five Hundred Pesos (P500.00)*. The Procuring Entity shall allow the bidder to present its proof of payment for the fees. *The Procuring Entity shall allow the bidder to present its proof of payment for the fees which will be presented in person, by facsimile, or through electronic means.*
6. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below. Late bids shall not be accepted.
7. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
8. Bid opening shall be on November 30, 2023, 10:30 a.m. at the given address. Bids will be opened in the presence of the bidders’ representatives who choose to attend the activity.
9. The Local Government Unit of Gubat 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 Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
10. For further information, please refer to:

LGU Gubat-BAC Secretariat
Municipal Compound, Manook Street,
Gubat, Sorsogon
Email: baclgugubat@gmail.com

ATTY. ARVEN E. LEGASPI
BAC CHAIRMAN