



Republic of the Philippines
City of Tagbilaran
City Hall, Tagbilaran City, 6300 Bohol

**INVITATION TO BID FOR
Procurement of Goods [Furnitures and Fixtures for Senior High School]**

The City Government of Tagbilaran, through the Continuing Appropriation (SEF), intends to apply the sum of Nine Hundred Fifty Two Thousand Pesos only (Php952,000.00) being the Approved Budget for the Contract (ABC) to payments under the contract for ITB No. 1812-469. Bids received in excess of the ABC shall be automatically rejected.

The City Government of Tagbilaran now invites bids **2 units Steel Filing Cabinet – 4 drawers; 2 units Tool Cabinet – 9 drawer tool chest and OTHERS** for the **City Assessor's Office, Tagbilaran City**. Delivery of the Goods is required within 45 Calendar Days after receipt of Notice to Proceed. Bidders must have completed, within 24 months 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 11, Instruction to Bidders.

Bidding will be conducted through open competitive procedures using a non-discretionary "pass/fail" criterion as specified in the Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the "Government Procurement Reform Act".

Bidding is restricted to Filipino citizens/sole proprietorship, 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 5183 and subject to Commonwealth Act 138.

Interested bidders may obtain further information from the City Government of Tagbilaran at the address given below during 8:00 AM - 5:00 PM Monday to Friday only except holidays.

A complete set of Bidding Documents may be purchased by interested Bidders on December 19 - 27, 2018 from the address below and upon payment of a non-refundable fee for the Bidding Documents in the amount of P1,000.00

It may also be downloaded free of charge from the website of the Procuring Entity (www.tagbilaran.gov.ph), provided that Bidders shall pay the non-refundable fee for the Bidding Documents not later than the submission of their bids.

Bids must be delivered to the address below on or before December 27, 2018 at 1:30 PM. All bids must be accompanied by a bid security in any acceptable forms and in the amount stated in ITB Clause 18.

Bid Opening shall be on December 27, 2018, 2:00 PM at the City Engineering Conference Room, City Engineering Building, Upper Calceta St., Tagbilaran City. Bids will be opened in the presence of the Bidders' representatives who choose to attend. Late bids shall not be accepted.

The City Government of Tagbilaran 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 suppliers.

For further information, please refer to:

Ms. Rosemarie P. Palma
Head – BAC Secretariat
City Engineering Building
Upper Calceta Street, Tagbilaran City
Tel. No. (038) 4112072
Fax No. (038) 4228049


CATHELYN O. TORREMOCHA
BAC Chairman

Bill of Quantities

Item No.	Description	Brand	Quantity	Unit	Unit Cost (Pesos)	Total Cost (Pesos)
COGON HIGH SCHOOL EVENING CLASS						
1	Steel Filing Cabinet - 4 drawers		2	units		
2	Tool Cabinet - 9 drawer Tool Chest		2	units		
3	2-Door Steel Cabinet		4	units		
4	Bookshelf - wooden		4	units		
5	Working Bench/Table - Steel, 4' x 6'		5	units		
TAGBILARAN CITY SCIENCE HIGH SCHOOL						
6	Laboratory Tables - Science Lab Tables, 2.4m x .058m x .9m with locker		32	units		
7	Storage Cabinets for Science Lab - wooden cabinet with glass sliding door, 1200mm x 600mm x 2000mm		2	sets		
8	Filing Safe Cabinet - 4 drawers filing safe steel cabinet/ steel cabinet with vault		4	units		
MANGA NATIONAL HIGH SCHOOL						
9	Wooden Cabinet - 5ft x 6ft, 3-layers		6	units		
10	Wooden Table - 2m x 0.65m x 0.75m		6	units		
MANSASA NATIONAL HIGH SCHOOL						
11	Reception Table/Desk		1	unit		
12	Hanger Rack - aluminum		3	units		
13	Mirror - full length, rectangular, 6' x 2'		1	unit		
14	Cabinet - wooden with sliding door (display cabinet), 4' x 2' x 8'		2	units		
15	Tool Cabinet - Tools 9909HQ, 9 drawer tool chest (green/red)		1	unit		
16	Stock Cabinet - wooden, 4' x 6' x 16"		1	unit		
17	Tool Cabinet - Steel, 4' x 8' x 20"		1	unit		
18	Stainless Working Table - 42" x 22" x 32"		6	units		
19	Stainless Steel Rack - 5-shelf home office steel wire shelving storage rack		1	unit		
DR. CECILIO PUTONG NATIONAL HIGH SCHOOL						
20	Glass Cabinet - tall cabinet with glass sliding door, powder coated light gray with lock		2	units		
21	White Board - 4x6 with aluminum frame and stand and roll		2	units		
22	Bedside Table with Drawer - 480*480*860mm, match of hospital care bed or home care bed, made from ABS plastic, with table plate, cup & thermometer repository, kettle base, drawer, towel, hanger, waste hook, door & built-in lock convenient, space saving		2	units		
23	High Chair - Recommended age: 6 mos. and up Material: Metal, plastic and fabric Weight Capacity: 18-20 pounds, foldable for easy storage, removal tray, safety belt, with basket under chair, easy to clean. Large Foot: front; Small Foot: back		2	units		
24	Sofa Set - with center and side table		2	sets		
25	Computer Table - All-in-one computer table, built-in drawer for storage, printer stand, media slots, sturdy footing, pull-out keyboard slot		2	sets		
26	Dining Set - wood, 145 x 85 x 73.5, 6-seater dining set, modern and contemporary design		2	sets		
TOTAL -----						
(amount in words)						

SUBMITTED BY:

Name and Signature : _____
 Designation : _____
 Name of Bidder : _____
 Date : _____

Bid Data Sheet

ITB Clause	
1.1	<p>The Procuring Entity is the Local Government Unit of Tagbilaran City, Bohol</p> <p>The name of the Contract is <u>Procurement of Goods [Furnitures and Fixtures for Senior High School]</u>.</p> <p>The identification number of the Contract is: <u>ITB No. 1812-469</u>.</p>
1.2	The lot(s) and reference is: <u>N/A</u> .
<u>2</u>	<p>The Funding Source is:</p> <p>Continuing Appropriation (SEF), in the amount of Nine Hundred Fifty Two Thousand Pesos only (Php952,000.00)</p> <p>The name of the Project is: ITB No. 1812-469 - <u>Procurement of Goods [Furnitures and Fixtures for Senior High School]</u>.</p>
3.1	No further instructions.
5.1	No further instructions.
5.2	Foreign bidders, except those falling under ITB Clause 5.2(b), may not participate in this Project.
5.4	The Bidder must have completed, within the period specified in the Invitation to Bid and ITB Clause 12.1(a)(iii), a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC.
7	No further instructions.
8.1	Subcontracting is not allowed.
8.2	Not applicable.
9.1	The Procuring Entity will hold a Pre-bid Conference for this Project on <u>N/A</u> .
10.1	<p>The Procuring Entity's address is:</p> <p>City Government of Tagbilaran c/o Cathelyn O. Torremocha BAC Chairman Bids and Awards Committee Tagbilaran City</p> <p>Tel. No. 411-2222 loc. 135 Fax No. 4228049 bac2013tagbilaran@yahoo.com.ph</p>
12.1	<p>Eligibility and Technical Documents must consists of:</p> <p>a. PhilGEPS Certificate of Registration (Platinum)</p> <ul style="list-style-type: none"> - DTI Certificate / SEC - Mayor's Permit - Tax Clearance - Audited Financial Statement (latest) - Annual Income Tax Return with BIR Efps Confirmation of Payment (latest) <p>b. Bidder's statement of all its ongoing government or private</p>

	<p>contracts including contracts awarded but not yet started</p> <p>c. Bidder's statement of its Single Largest Completed Contract similar to the contract to be bid</p> <p>d. Net Financial Contracting Capacity or Credit Line Commitment</p> <p>e. JVA (if applicable)</p> <p>f. Bid Security</p> <p>g. Production/Delivery Schedule</p> <p>h. Manpower Requirements</p> <p>i. After-sales service/parts (if applicable)</p> <p>j. Technical Specifications</p> <p>k. Omnibus Sworn Statement</p>
12.1(a)(ii)	The bidder's SLCC similar to the contract to be bid should have been completed within two (2) years prior to the deadline for the submission and receipt of bids.
13.1	No additional requirements.
13.1(b)	No further instructions.
13.1(c)	No additional requirements.
13.2	The ABC: Nine Hundred Fifty Two Thousand Pesos only (Php952,000.00) Any bid with a financial component exceeding this amount shall not be accepted.
15.4(a)(iv)	No incidental services are required.
15.4(b)	Not applicable.
16.1(b)	The Bid prices for Goods supplied from outside of the Philippines shall be quoted in Philippine Pesos.
16.3	Not applicable.
17.1	Bids will be valid until April 26, 2019.
18.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <p>1. The amount of not less than Php19,040.00 (2% of ABC), if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit;</p> <p>2. The amount of Php47,600.00 (5% of ABC), if bid security is in Surety Bond.</p>
18.2	The bid security shall be valid until April 26, 2019.
20.3	Each Bidder shall submit one (1) original and two (2) copies of the first and second components of its bid.
21	<p>Bids must be delivered to BAC Office, City Engineering Building, Upper Calceta St., Tagbilaran City.</p> <p>The deadline for submission of bids is <u>December 27, 2018 at 1:30 PM .</u></p>
24.1	The place of bid opening is <u>City Engineering Conference Room, CEO Bldg., Upper Calceta St., Tagbilaran City.</u>

	The date and time of bid opening is <u>December 27, 2018 at 2:00 PM</u> .
24.2	No further instructions.
27.1	No further instructions.
28.3	<p>Grouping and Evaluation of Lots –</p> <p>All items to be grouped together to form one complete Lot that will be awarded to one Bidder to form one complete contract.</p> <p>The goods are grouped in a single lot and the lot shall not be divided into sub-lots for the purpose of bidding, evaluation, and contract award.</p>
28.3(b)	Bid modification is not allowed.
28.4	No further instructions.
29.2	No additional requirements.
32.4(f)	No additional requirement.