



Republic of the Philippines
CITY OF ALAMINOS
Province of Pangasinan

INVITATION TO BID FOR THE PROCUREMENT OF VARIOUS OFFICE SUPPLIES TO BE USED BY OFFICES OF LOCAL GOVERNMENT UNIT OF ALAMINOS CITY, PANGASINAN

1. The **CITY GOVERNMENT OF ALAMINOS, PANGASINAN**, through *its Development Fund*¹ intends to apply the sum of ***Eight Hundred Eighty Six Thousand Seven Hundred Seventy Five Pesos (Php 886,775.00)*** being the Approved Budget for the Contract (ABC) to payments under the contract for the **PROCUREMENT OF VARIOUS OFFICE SUPPLIES TO BE USED BY OFFICES OF LOCAL GOVERNMENT UNIT OF ALAMINOS CITY, PANGASINAN**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **CITY GOVERNMENT OF ALAMINOS, PANGASINAN** now invites bids for the **PROCUREMENT OF VARIOUS OFFICE SUPPLIES TO BE USED BY OFFICES OF LOCAL GOVERNMENT UNIT OF ALAMINOS CITY, PANGASINAN**. Delivery of the Goods is required within **fifteen (15) days upon receipt of the Notice to Award**. Bidders should have completed, within **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 non-discretionary pass/fail criterion as specified in the Implementing Rules and Regulations (IRR) of Republic Act 9184 (RA 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.
4. Interested bidders may obtain further information from **CITY GOVERNMENT OF ALAMINOS, PANGASINAN** and inspect the Bidding Documents at the address given below from **May 7 – June 1, 2012**.
5. A complete set of Bidding Documents may be purchased by interested Bidders from the address below and upon payment of a nonrefundable fee for the Bidding Documents in the amount of **Two Thousand Two Hundred Sixteen Pesos and ninety Four Centavos (Php 2,216.94)**.

It *may also be downloaded* free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and www.alaminoscity.gov.ph provided that bidders shall pay the fee for the Bidding Documents not later than the date of submission of their bids.
6. Bids must be delivered to the address below on or before **June 1, 2012 at 9:00 A.M.** at **Budget Office, 2nd Floor, Alaminos City Hall Building, Alaminos City, Pangasinan**. All

¹ In the case of National Government Agencies, the General Appropriations Act and/or continuing appropriations; in the case of GOCCs, GFIs, and SUCs, the Corporate Budget for the contract approved by the governing Boards; in the case of LGUs, the Budget for the contract approved by the respective *Sanggunian*. (Section 5(a), R.A. 9184)

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 **June 1, 2012 at 9:30AM** at **Conference Room, 2nd Floor, Alaminos City Hall Building, Alaminos City, Pangasinan**. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.

7. The **CITY GOVERNMENT OF ALAMINOS, PANGASINAN** 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.
8. For further information, please refer to:

*MS. PAMELA RAOET
City Budget Office, 2nd Floor, Alaminos City Hall Building
Quezon Avenue, Poblacion, Alaminos City, Pangasinan
(075) 551-2420
www.alaminoscity.gov.ph*

MS. ROWENA F. RUIZ
Chairman - Bids and Awards Committee