



Republic of the Philippines  
 Province of Quirino  
**MUNICIPALITY OF SAGUDAY**  
sagudayquirino\_2010@yahoo.com  
 ---000---



## INVITATION TO BID FOR THE Procurement of Office Supplies

1. The *Municipal Local Government of Saguday, Quirino*, through the **General Fund for CY 2024** intends to apply the sum of **₱500,000.00** being the ABC to payments under the contract for **Procurement of Office Supplies** Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **MLGU, Saguday, Quirino** now invites bids for the above Procurement Project. Delivery of the Goods is required by **30 Calendar Days**. Bidders should have completed, within **30 Calendar Days** 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.
  - a. *Section 23.4.1.2 of the 2016 revised IRR of RA No. 9184 exists:]* Bidding is open to all interested bidders, whether local or foreign, subject to the conditions for eligibility provided in the 2016 revised IRR of RA No. 9184.
4. Prospective Bidders may obtain further information from **MLGU, Saguday, Quirino** and inspect the Bidding Documents at the address given below during office hours.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **March 6-12, 2024** from the given address and website(s) below *upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of ₱500.00*. The Procuring Entity shall allow the bidder to present its proof of payment for the fees and *it will be presented in person*.
6. The **MLGU, Saguday, Quirino** will hold a **Pre-Bid Conference<sup>1</sup> on March 7, 2024, 9:00 A.M. at the BAC Office, Saguday, Quirino**, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below. **Late bids shall not be accepted.**
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause 14**.
9. **Bid opening shall be on March 18, 2024, 9:00 A.M. at the BAC Office, Saguday, Quirino.** Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The **MLGU, Saguday, Quirino** 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.
  1. For further information, please refer to:  
**Engr. Marc Anthony D. Pascual**  
*Municipal Engineer/BAC Chairman*  
*Saguday, Quirino*
  2. You may visit the following websites:  
 For downloading of Bidding Documents: *notices.philgeps.gov.ph & sagudayquirino.gov.ph*

  
**MARC ANTHONY D. PASCUAL**  
*BAC Chairman*

**Date of Publication: February 28, 2024**

<sup>1</sup> May be deleted in case the ABC is less than One Million Pesos (PhP1,000,000) where the Procuring Entity may not hold a Pre-Bid Conference.