



REPUBLIC OF THE PHILIPPINES
PROVINCE OF ZAMBALES
LOCAL GOVERNMENT UNIT OF IBA
BIDS AND AWARDS COMMITTEE

Invitation to Bid (IB) for:

**“SUPPLY AND DELIVERY OF OFFICE, JANITORIAL, AND OTHER
SUPPLIES FOR USE IN VARIOUS OFFICES OF LGU-IBA”**

1. The **LOCAL GOVERNMENT UNIT OF IBA, ZAMBALES**, through the **GENERAL FUND**, intends to apply the sum of **ONE MILLION ONE HUNDRED FORTY-SIX THOUSAND EIGHT HUNDRED NINETY-NINE PESOS AND 00/100 (₱1,146,899.00)**, being the Approved Budget for the Contract (ABC) to payments under the contract for **“SUPPLY AND DELIVERY OF OFFICE, JANITORIAL AND OTHER SUPPLIES FOR USE IN VARIOUS OFFICES OF LGU-IBA” (GOODS 2025-04)**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **LOCAL GOVERNMENT UNIT OF IBA, ZAMBALES** now invites bids for the above Procurement Project. Delivery of the Goods is required within **the prescribed period in accordance with the terms specified in Section VI (Schedule of Requirements)** from the issuance of Notice to Proceed. Bidders should have completed, within five (5) 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 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
4. Interested bidders may obtain further information from **LOCAL GOVERNMENT UNIT OF IBA, ZAMBALES** and inspect the Bidding Documents at the address given below from **10:00 AM to 4:00 PM**.
5. A complete set of Bidding Documents may be acquired by interested bidders on **April 2, 2025 to April 21, 2025 4:00 PM** at **Office of Bids and Awards Committee, New Municipal Hall, Dirita, Iba, Zambales** 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 Thousand Pesos (5,000.00)**. The Procuring Entity shall allow the bidder to present its receipt of payment for the bid document fees during the bid opening schedule of the project.

Pre-Bid Schedule

1. The discretion of the BIDS AND AWARDS COMMITTEE OF THE LOCAL GOVERNMENT UNIT OF IBA, ZAMBALES is to hold a Pre-bid Conference on **April 10, 2025 10:00 AM** at **Office of Bids and Awards Committee, New Municipal Hall, Dirita, Iba, Zambales**, which shall be open to prospective bidders.

Bid Submission Schedule

2. Bids must be duly received by the BAC Secretariat through manual submission at the office address **Office of Bids and Awards Committee, New Municipal Hall, Dirita, Iba, Zambales on or before April 22, 2025 10:00 A.M.** Late bids shall not be accepted.
3. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 16.

Bid Opening Schedule

4. Bid opening shall be on **April 22, 2025 10:00 A.M.** at **Office of Bids and Awards Committee, New Municipal Hall, Dirita, Iba, Zambales**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
5. The **LOCAL GOVERNMENT UNIT OF IBA, ZAMBALES** 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 Implementing Rules and Regulations (IRR) of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
6. For further information, please refer to:

JOSEPHINE E. CALIMLIM

BAC Head Secretariat

Tel. No.: 047-307-2327

lguiba2021@gmail.com

7. You may visit the following websites:

For downloading of Bidding Documents:

<https://ps-philgeps.gov.ph/home/index.php/bid-opportunities/bidding-documents>

SENEN A. BANGUG
BAC Chairman