



Republic of the Philippines
Province of Laguna
MUNICIPALITY OF LOS BAÑOS
Special Science and Nature City
BIDS AND AWARDS COMMITTEE
Tel Nos. 530-2952 loc 106/304/306 530-2584 Telefax Nos. 530-2585

Section I. Invitation to Bid

SUPPLY & DELIVERY OF TEXTBOOKS AND INSTRUCTIONAL MATERIALS FOR LOS BANOS DISTRICT, LOS BANOS, LAGUNA

1. The **MUNICIPALITY OF LOS BAÑOS**, through the **SEF FUNDS** intends to apply the sum of **TWO HUNDRED NINETY SIX THOUSAND FOUR HUNDRED PESOS (P 296,400.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for **18-GOODS-60**. Bids received in excess of the ABC shall be automatically rejected in bid opening.
2. The **MUNICIPALITY OF LOS BANOS** now invites bids for the Supply & Delivery of Instructional Materials for Los Baños District, Los Baños, Laguna. Delivery of the Goods is required *within Seven (7) calendar days after receipt of Notice to Proceed (NTP)*. 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 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".
 - (i) 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 5183 and subject to Commonwealth Act 138.
4. Interested bidders may obtain further information from *Municipality of Los Baños Bids and Awards Committee* and inspect the Bidding Documents at the address given below from 8:00 a.m. to 5:00 p.m., except Weekends and Holidays.
5. A complete set of Bidding Documents may be purchased by interested Bidders starting **DECEMBER 13, 2018 (THURSDAY)**, 8:00 a.m. to 5:00 p.m. from the address below and upon payment of a non-refundable registration fee in the amount of **Five Hundred Pesos (P 500.00)** upon submission of a LOI and for the Bidding Documents in the amount of **FIVE HUNDRED PESOS (P 500.00) c/o Ms. Joyce Ann Mae L. del Valle, BAC Secretariat** at the Municipal Budget Office.
6. Bids must be delivered to the address below on or before **DECEMBER 20, 2018 (THURSDAY), 10:00 a.m.** *3rd Floor, Municipal Building, National Hi-way, Brgy. Timugan, Los Baños, Laguna*. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause.

In case of *force majeure* opening of bids will be automatically postponed and rescheduled on the next working day/s.

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 Municipality of Los Baños 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 the BAC Secretariat:
Ms. Maria Luisa G. Diaz (Municipal Treasurer's Office) – (049) 530-2584
Ms. Joyce Ann Mae L. Del Valle (Municipal Budget Office) – (049) 530-2952 loc. 106
Ms. Althea Mae D. Deomano (Municipal Planning and Development Office) - (049) 530-2952 loc. 306

Approved:

(SGD)TWILA T. TORRES
BAC-Chairperson

Noted:

(SGD)HON. CAESAR P. PEREZ
Mayor