

Republic of the Philippines  
Province of Pampanga  
**CITY OF SAN FERNANDO**  
**OFFICE OF THE BIDS AND AWARDS COMMITTEE**

**Invitation to Bid for the Supply and Delivery of Common Used Office Supplies for 2nd Semester of 2018 to be used by the Different Department/Offices of the City Government of San Fernando, Pampanga subject to Ordering Agreement**

The City Government of San Fernando, Pampanga, through the **General Fund 2018** intends to apply the sum of **FIFTEEN MILLION NINETY NINE THOUSAND FIVE HUNDRED TWENTY FIVE PESOS & SIXTY THREE CENTAVOS ONLY (P15,099,525.63)** being the Approved Budget for the Contract (ABC) to payments under the contract for **04-18-1768** consisting of **Thirty Six (36) lots**, to wit:

- Lot 1 – City Mayor’s Office, with an ABC of P2,794,285.90
- Lot 2 – City Vice-Mayor’s Office, with an ABC of P1,569,207.14
- Lot 3 – City Treasurer’s Office, with an ABC of P345,923.93
- Lot 4 – City Accounting Office, with an ABC of P741,051.75
- Lot 5 – City Economic Enterprise Division, with an ABC of P67,147.10
- Lot 6 – Motorpool Division, with an ABC of P77,138.82
- Lot 7 – City Information Office, with an ABC of P71,711.79
- Lot 8 – City Agriculture and Veterinary Office, with an ABC of P55,795.36
- Lot 9 – City Budget Office, with an ABC of P1,056,486.07
- Lot 10 – City Tourism and Investment Promotion Office, with an ABC of P57,977.48
- Lot 11 – Office of the Sangguniang Panlungsod, with an ABC of P1,968,472.00
- Lot 12 – Commission on Election, with an ABC of P80,995.92
- Lot 13 – City Planning and Development Coordinator’s Office, with an ABC of P480,863.98
- Lot 14 – Bureau of Fire Protection, with an ABC of P70,495.27
- Lot 15 – Local Building Official Division, with an ABC of P221,146.29
- Lot 16 – City Environment and Natural Resources Office, with an ABC of P71,869.38
- Lot 17 – City Assessor’s Office, with an ABC of P298,193.97
- Lot 18 – City College, with an ABC of P149,824.67
- Lot 19 – Department of Interior and Local Government, with an ABC of P18,566.77
- Lot 20 – City Social Welfare and Development Office, with an ABC of P359,158.96
- Lot 21 – City Health Office-EHSD, with an ABC of P40,999.80
- Lot 22 – City Health Office-Birthing Station, with an ABC of P65,683.90
- Lot 23 – City Health Office, with an ABC of P852,896.14
- Lot 24 – City Nutrition Committee, with an ABC of P78,859.33
- Lot 25 – City Human Resource Development Office, with an ABC of P314,570.61
- Lot 26 – Supply, Records and Property Maintenance Division, with an ABC of P1,108,862.92
- Lot 27 – City Administrator’s Office, with an ABC of P765,929.99
- Lot 28 – Utility, Maintenance and Services Division, with an ABC of P175,206.38
- Lot 29 – City Auditor’s Office, with an ABC of P52,580.70
- Lot 30 – City Legal Office, with an ABC of P11,927.55
- Lot 31 – City Engineer’s Office, with an ABC of P682,742.60
- Lot 32 – POSCO, with an ABC of P11,147.16
- Lot 33 – City of San Fernando-Police Station, with an ABC of P66,620.19
- Lot 34 – City Civil Registry Office, with an ABC of P211,235.42
- Lot 35 – City Prosecutor’s Office, with an ABC of P16,488.73
- Lot 36 – Bureau of Jail Management and Penology, with an ABC of P87,461.66

Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening.

The City Government of San Fernando, Pampanga Bids and Awards Committee now invites bids for **Supply and Delivery of Common Used Office Supplies for 2nd Semester of 2018 to be used by the Different Department/Offices of the City Government of San Fernando, Pampanga subject to Ordering Agreement**. Delivery of the Goods is required **6 months**. 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. Instruction to Bidders.

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 9184 (RA 9184), otherwise known as the “Government Procurement Reform Act”.

Interested bidders may obtain further information from the City Government of San Fernando, Pampanga and inspect the Bidding Documents at the address given below during 8:00 a.m. to 5:00 p.m.

A complete set of Bidding Documents may be acquired by interested Bidders on **JULY 31, 2018 (TUESDAY) until 1:00 p.m. of AUGUST 21, 2018 (TUESDAY)** from the address below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the following amounts:

- Lot 1: **FIVE THOUSAND PESOS ONLY (P5,000.00);**
- Lot 2: **FIVE THOUSAND PESOS ONLY (P5,000.00);**
- Lot 3: **FIVE HUNDRED PESOS ONLY (P500.00);**
- Lot 4: **ONE THOUSAND PESOS ONLY (P1,000.00);**
- Lot 5: **FIVE HUNDRED PESOS ONLY (P500.00);**
- Lot 6: **FIVE HUNDRED PESOS ONLY (P500.00);**
- Lot 7: **FIVE HUNDRED PESOS ONLY (P500.00);**
- Lot 8: **FIVE HUNDRED PESOS ONLY (P500.00);**
- Lot 9: **FIVE THOUSAND PESOS ONLY (P5,000.00);**
- Lot 10: **FIVE HUNDRED PESOS ONLY (P500.00);**

Lot 11: **FIVE THOUSAND PESOS ONLY (P5,000.00);**  
Lot 12: **FIVE HUNDRED PESOS ONLY (P500.00);**  
Lot 13: **FIVE HUNDRED PESOS ONLY (P500.00);**  
Lot 14: **FIVE HUNDRED PESOS ONLY (P500.00);**  
Lot 15: **FIVE HUNDRED PESOS ONLY (P500.00);**  
Lot 16: **FIVE HUNDRED PESOS ONLY (P500.00);**  
Lot 17: **FIVE HUNDRED PESOS ONLY (P500.00);**  
Lot 18: **FIVE HUNDRED PESOS ONLY (P500.00);**  
Lot 19: **FIVE HUNDRED PESOS ONLY (P500.00);**  
Lot 20: **FIVE HUNDRED PESOS ONLY (P500.00).**  
Lot 21: **FIVE HUNDRED PESOS ONLY (P500.00);**  
Lot 22: **FIVE HUNDRED PESOS ONLY (P500.00);**  
Lot 23: **ONE THOUSAND PESOS ONLY (P1,000.00);**  
Lot 24: **FIVE HUNDRED PESOS ONLY (P500.00);**  
Lot 25: **FIVE HUNDRED PESOS ONLY (P500.00).**  
Lot 26: **FIVE THOUSAND PESOS ONLY (P5,000.00);**  
Lot 27: **ONE THOUSAND PESOS ONLY (P1,000.00);**  
Lot 28: **FIVE HUNDRED PESOS ONLY (P500.00);**  
Lot 29: **FIVE HUNDRED PESOS ONLY (P500.00);**  
Lot 30: **FIVE HUNDRED PESOS ONLY (P500.00).**  
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Lot 33: **FIVE HUNDRED PESOS ONLY (P500.00);**  
Lot 34: **FIVE HUNDRED PESOS ONLY (P500.00);**  
Lot 35: **FIVE HUNDRED PESOS ONLY (P500.00); and**  
Lot 36: **FIVE HUNDRED PESOS ONLY (P500.00);**

The City Government of San Fernando, Pampanga will hold a Pre-Bid Conference on **AUGUST 07, 2018 (TUESDAY) 3:00 p.m. at CGSO Building, New Public Market, Del Pilar, City of San Fernando, Pampanga**, which shall be open to prospective bidders.

Bids must be duly received by the BAC Secretariat at the address below on or before **1:00 p.m. of AUGUST 21, 2018 (TUESDAY) at CGSO Building, New Public Market, Del Pilar, City of San Fernando, Pampanga**. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in Instruction to Bidders (ITB) Clause 18.

Bid opening shall be on **AUGUST 21, 2018 (TUESDAY) 1:30 p.m. at CGSO Building, New Public Market, Del Pilar, City of San Fernando, Pampanga**. 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.

The City Government of San Fernando 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 Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

For further information, please refer to:

**ROY C. GONZALES**

BAC Secretariat  
CGSO Building, New Public Market, Del Pilar,  
City of San Fernando, Pampanga  
(045) 961-4121  
[skykitfox@yahoo.com.ph](mailto:skykitfox@yahoo.com.ph)

Approved by:

**ENGR. MICHAEL N. QUIZON, JR.**  
BAC Chairman