



Republic of the Philippines
Office of the Municipal Mayor
BIDS AND AWARDS COMMITTEE
Burgos, Ilocos Sur

INVITATION TO BID FOR

OFFICE AND JANITORIAL SUPPLIES FOR ALL DEPARTMENTS OF THE LGU-BURGOS, ILOCOS SUR

The **Municipality of Burgos, Ilocos Sur**, through the **General Fund**, intends to apply the sum of **Php436,643.50** being the Approved Budget for the Contract (ABC) to payments for **Office and Janitorial Supplies for All Departments of LGU-Burgos, Ilocos Sur, GDS 2025-018**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

The **Municipality of Burgos, Ilocos Sur** now invites bids for the above Procurement Project. Completion of the Works is required within **20 cds**. Bidders should have completed a contract similar to the project within three (3) years up to the date of bidding. The description of an eligible bidder is contained in the Bidding Documents, particularly in Section II, Instructions to Bidders.

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 9184.

Interested bidders may obtain further information from the **Municipality of Burgos, Ilocos Sur** and inspect the Bidding Documents at the address given below during office hours from 9:00 AM – 4:00 PM.

A complete set of Bidding Documents may be acquired by interested Bidders on **May 29 – June 16, 2025** from given address and upon payment of the applicable fee for Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Php500.00**. A non-refundable bidder's fee in the amount of **Php1,000.00** shall also be paid to the Municipal Treasurer, Burgos, Ilocos Sur not later than the Opening of Bids. Official Receipts shall be presented in person as proofs of payments and for photocopying.

The **Municipality of Burgos, Ilocos Sur** will not conduct a **Pre-Bid Conference**.

Bids must be duly received by the BAC Secretariat through manual submission on the office address as indicated below on or before **June 16, 2025, 2:00 PM**. Late Bids shall not be accepted.

All bids must be accompanied by a **Bid Security** in any of the acceptable forms and in the amount stated in **ITB Clause 15**.

Bid Opening shall be on **June 16, 2025, 2:00 PM** at the given address below. Bids will be opened in the presence of the Bidder's representative/s who choose to attend the activity.

All bids (financial & technical documents) shall be submitted in three (3) sets. One Original and copies 1 & 2.

The **Municipality of Burgos, Ilocos Sur** reserves the right to reject any and all bids, declare a failure of bidding, or not award at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA9184, without thereby incurring any liability to the affected bidder or bidders.

For further information, please, refer to:

Mr. Oscar P. Luciano
BAC Secretariat, CP# 09266142033
Mun. Hall, Pob. Norte, Burgos, Ilocos Sur

Date: May 27, 2025

APPROVED:

RANDOLPH A. CASTILLO
MPDC/BAC CHAIRMAN