



REPUBLIC OF THE PHILIPPINES  
PROVINCE OF CAVITE

**INVITATION TO BID**

**DELIVERY OF OFFICE SUPPLIES FOR USE OF VARIOUS OFFICES IN  
THE PROVINCE OF CAVITE**

**BAC-A-APRIL 2017**

1. The **Provincial Government of Cavite**, through its General Fund CY 2017 approved by Sangguniang Panlalawigan, intends to apply the sum of **ONE MILLION EIGHT HUNDRED FORTY EIGHT THOUSAND EIGHT HUNDRED NINETY SIX PESOS (₱1,848,896.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the **Delivery of Office Supplies for use of various Offices in the Province of Cavite**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The Provincial Government of Cavite now invites bids for the **Delivery of Office Supplies for use of various Offices in the Province of Cavite**. Delivery of the Goods is required within Thirty (30) Calendar days upon receipt of Notice of Award. Bidders should have completed, within the last 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. 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". Bidding is restricted to Filipino citizens/sole proprietorships, 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 BAC Secretariat and inspect the Bidding Documents at the address given below during **Monday to Friday from 8:00 a.m. to 5:00 p.m.**;
5. A complete set of Bidding Documents may be purchased by interested Bidders, direct owners or duly authorized representatives, at the address below and upon payment of a nonrefundable fee for the Bidding Documents in the amount of **Five Thousand Pesos (₱5,000.00)**
6. The Provincial Government of Cavite will hold a **Pre-Bid Conference on April 11, 2017 at 09:00 a.m. at 2nd Floor, Office of the BIDS AND Awards Committee, Capitol Building, Trece Martires City**, which shall be open only to all interested parties who have purchased the Bidding Documents.
7. Bids must be delivered on or before **April 25, 2017 at 09:00 am 2nd Floor Capitol Building, Office of the BAC Secretariat**. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause 18**.
8. Bid opening shall be on **April 25, 2017 09:30 a.m.** at the **Office of the Bids and Awards Committee Secretariat, 2nd Floor, Capitol Building, Trece Martires City**. 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
9. In any case of the above dates is declared a special non-working holiday, it will automatically be reset on the next Schedule of Opening of Bids.
10. **The Provincial Government of Cavite** 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.
11. For further information, please refer to: Engr. Glenn Miller B. Leyva, Bids and Awards Committee Secretariat 2/F Capitol Bldg., Trece Martires City, Tel./Fax No. (046) 419-1181.

  
**ENGR. ENRICO M. ALVAREZ**  
BAC Chairman