



Republic of the Philippines  
**CITY OF NAGA**  
**BIDS & AWARDS COMMITTEE**



## INVITATION TO BID FOR THE SUPPLY AND DELIVERY OF INSTRUCTIONAL MATERIALS

The City Government of Naga, through the **Bottom-up Budgeting (BUB)-DSWD 2015 (Provision of ECC Materials) and Special Purpose Appropriation (LGU Counterpart)**, intends to apply the sum of **Nine Hundred Forty Five Thousand Seven Hundred Sixty One (P 945,761.00) Pesos**, being the Approved Budget for the Contract (ABC) to payments under the contract for the **Supply and Delivery of Instructional Materials** for use of pupils at Naga City SEED Montessori I and II, and, Educare Centers of the 27 barangays, **Contract Reference Number: 2015-035**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

Item No.	Qty.	Unit	Items	Approved Budget for the Contract (ABC)
1	6	sets	Color tablets Box #3	7,180.00
2	6	pcs.	100 Board with tiles	6,690.00
3	6	pcs.	Bead frame small	2,640.00
4	6	sets	Colored Beads with box	16,200.00
5	78	sets	Fish Puzzle	20,780.00
6	78	sets	Fraction Circles small	17,940.00
7	78	pcs.	Pasting tray	26,910.00
8	78	sets	Knobbless cylinders	214,500.00
9	78	sets	Sound Cylinders	89,700.00
10	78	sets	Movable alphabet lower case with big box	156,000.00
11	78	pcs.	Animals puzzle	19,110.00
12	78	pcs.	Shapes puzzle	19,110.00
13	78	pcs.	Exploring our emotions	21,450.00
14	78	sets	Farm animals	19,110.00
15	78	sets	Feelings puzzle Boy	19,110.00
16	78	sets	Feelings puzzle Girl	19,110.00
17	78	sets	Fruits puzzle	21,840.00
18	6	sets	Land and water form	21,060.00
19	78	pcs.	Life cycle of a butterfly	19,110.00
20	78	pcs.	Parts of the fish	20,280.00
21	78	pcs.	Parts of the Bird	20,280.00
22	78	pcs.	Parts of a face	35,256.00
23	15	sets	Binomial Cube	14,100.00
24	6	sets	Alphabet Blocks	5,250.00
25	2	sets	Practical Life Complete	3,000.00
26	2	pcs.	Practical Life Stand only	1,760.00
27	3	sets	Building Blocks	13,125.00
28	78	sets	Spindle boxes	48,360.00
29	78	pcs.	Dress-up Table	46,800.00
<b>TOTAL</b>				<b>P 945,761.00</b>

The City Government of Naga now invites bids for **Supply and Delivery of Instructional Materials** for use of pupils at Naga City SEED Montessori I and II and Educare Centers of the 27 barangays. Delivery of the Goods is required **within thirty (30) calendar days**. Bidders should have completed, within ten (10) 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.

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 open to all interested bidders, whether local or foreign, subject to the conditions for eligibility provided in the IRR of RA 9184. Interested bidders may obtain further information from the City Government of Naga and inspect the Bidding Documents at the address given below starting from 8 AM until 5 PM.

A complete set of Bidding Documents may be purchased by interested Bidders starting on **Tuesday, September 1 to 23, 2015**, from the Office of the BAC Secretariat c/o City Planning & Development Office, 2<sup>nd</sup> Floor City Hall Building, City Hall Compound, Naga City, and upon payment of a nonrefundable fee for the Bidding Documents in the amount of **One Thousand (P 1,000.00) Pesos** and an Annual Registration Fee of Three Thousand (P 3,000.00) Pesos, and **upon presentation of Document Request List (DRL) from PhilGEPS showing your company name.**

It may also be downloaded from the website of the Philippine Government Electronic Procurement System (**PhilGEPS**) and the website of the Procuring Entity (**www.naga.gov.ph**), provided that Bidders shall pay the nonrefundable fee for the Bidding Documents not later than the submission of their bids.

The City Government of Naga will hold a **Pre-Bid Conference** on **Thursday, September 10, 2015** at 3:00 PM at City Procurement Office, Ground Floor, City Hall Building, City Hall Compound, Naga City, which shall be open to all interested parties who have purchased the Bidding Documents. Bids must be delivered to the City Procurement Office, Ground Floor, City Hall Building, City Hall Compound, Naga City, on or before **Wednesday, September 23, 2015 at 3:00 PM**. All bids must be accompanied by a bid security, either in the form of cash or cashier's/manager's check issued by a universal or commercial bank (2% of ABC), or, Bid Securing Declaration (BSD).

**Bids will be opened** in the presence of the Bidders' representatives who choose to attend on **Wednesday, September 23, 2015**, at 3:00 PM at the City Procurement Office, Ground Floor, City Hall Building, City Hall Compound, Naga City. Late bids shall not be accepted.

The City Government of Naga 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.

For further information, please refer to:

**MR. FLORENCIO T. MONGOSO, JR.**

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**FLORENCIO T. MONGOSO, JR.**  
BAC Chairperson