



Republic of the Philippines
SILAY CITY GOVERNMENT
 Zamora Street
 Silay City, Negros Occidental
 Telefax No. (034) 495-3746

Control Reference Number : **GOODS#0250, ITB#0259,
 PR#0260; SCG-2024**
 Name of the Project: **Purchase of Office Equipment and Supplies
 for use in General Services Office, Silay City.**
 Location of the Project : **General Services Office,
 Silay City.**

Standard Form Number: SF-GOODS-05
 Revised on: July 28, 2004

INVITATION TO APPLY FOR ELIGIBILITY AND TO BID

The **SILAY CITY GOVERNMENT**, through its Bids and Awards Committee (BAC), invites suppliers/manufacturers/distributors to apply for eligibility and to bid for the hereunder project:

Name of Project : **Purchase of Office Equipment and Supplies for use in General Services Office, Silay City.**

Location : **General Services Office, Silay City.**

Brief Description : _____

Approved Budget For the Contract : **Php 49,971.75**

Contract Duration : _____

Delivery Period : _____

Prospective bidders should have experience in undertaking a similar project with an amount of at least 25% of the proposed project for bidding. The Eligibility Check/Screening as well as the Preliminary Examination of Bids shall use non-discretionary "pass/fail" criteria. Post-qualification of the lowest calculated bid shall be conducted.

All particulars relative to Eligibility Statement and Screening, Bid Security, Performance Security, Pre-Bidding Conference(s), Evaluation of Bids, Post-Qualification and Award of Contract shall be governed by the pertinent provisions of R.A. 9184 and its Implementing Rules and Regulations (IRR).

The complete schedule of activities is listed, as follows:

	BAC ACTIVITIES	SCHEDULE	TIME / VENUE
1	Issuance of Bids Documents	June 24-July 1, 2024	8:00 AM – 2:30 PM Bids & Awards Committee Office
2	Pre-bid Conference		
3	Dropping of Bids	July 1, 2024 (Monday)	1:30-2:30PM (PST)
	Opening of Bids	July 1, 2024 (Monday)	2:30 PM (PST) Bids & Awards Committee Office, Silay City
4	Bid Evaluation	IRR R.A.9184-Rule IX Sec.32.4	
5	Post Qualification,	IRR R.A.9184-Rule X Sec.34	
6	Notice of Awards	IRR R.A.9184-Rule XI Sec.37	

Bid Documents will be available only to eligible bidders upon payment of a non-refundable amount of **FIVE HUNDRED PESOS ONLY (Php 500.00)** to the **SILAY CITY GOVERNMENT** Cashier.

The **SILAY CITY GOVERNMENT** assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of the bids.

Approved by:

VERNALEI B. TAPALLA
 Head (BAC Secretariat)
 Bids & Awards Committee Office, Silay City.

Posting in Website : **June 22-July 1, 2024**