



Republic of the Philippines
CITY OF ALAMINOS
Province of Pangasinan

INVITATION TO BID FOR THE PROCUREMENT OF SOUVENIR ITEMS FOR HUNDRED ISLANDS PASALUBONG CENTER, ALAMINOS CITY, PANGASINAN

1. The **CITY GOVERNMENT OF ALAMINOS, PANGASINAN**, through its Trust Fund (DOLE) intends to apply the sum of **One Million Two Hundred Thousand pesos only (Php 1,200,000.00)** being the Approved Budget for the Contract (ABC) to payment under the contract for the **PROCUREMENT OF SOUVENIR ITEMS FOR HUNDRED ISLANDS PASALUBONG CENTER, ALAMINOS CITY, PANGASINAN**.

QTY.	UNIT OF MEASURE	ITEM DESCRIPTION
600	pcs	T-shirt white (XL)
600	pcs	T-shirt colored (XL)
600	pcs	T-shirt white (large)
600	pcs	T-shirt colored (large)
600	pcs	T-shirt white (medium)
600	pcs	T-shirt colored (medium)
600	pcs	T-shirt white (small)
600	pcs	T-shirt colored (small)
600	pcs	T-shirt white (xsmall)
600	pcs	T-colored (xsmall)
600	pcs	Native bags
1200	pcs	Native hat
1200	pcs	E-kawayan key chain
600	pcs	E-kawayan souvenir products
3000	pcs	Shell key chain
600	pcs	Shell souvenir
300	pcs	Kawayan handicraft (piggy bank)
600	pcs	Kawayan handicraft (souvenir)
600	jars	Processed food (alamang)
6000	pcs	Polvoron
1800	pcs	Tamarind & pastillas

2. Bids received in excess of the ABC shall be automatically rejected at bid opening.
3. The **CITY GOVERNMENT OF ALAMINOS, PANGASINAN** now invites bids for the **PROCUREMENT OF SOUVENIR ITEMS FOR HUNDRED ISLANDS PASALUBONG CENTER, ALAMINOS CITY, PANGASINAN**. Delivery of the Goods is required within **Thirty (30) Calendar Days upon receipt of the Notice to Proceed**. 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. Instructions to Bidders.
4. Bidding will be conducted through open competitive bidding procedures using non-discretionary pass/fail criterion as specified in the Implementing Rules and Regulations (IRR) of Republic Act 9184 (RA 9184), otherwise known as the "Government Procurement Reform Act".

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines.

5. Interested bidders may obtain further information from **CITY GOVERNMENT OF ALAMINOS, PANGASINAN** and inspect the Bidding Documents at the address given below from **November 27, 2018 to December 17, 2018**.
6. The **CITY GOVERNMENT OF ALAMINOS, PANGASINAN** will hold a Pre-Bid Conference on **December 5, 2018, 2:00 P.M. at Budget Office, 2nd Floor City Hall Building, Alaminos City, Pangasinan**, which shall be open only to all interested parties who have purchased the Bidding Documents.
7. A complete set of Bidding Documents may be purchased by interested Bidders from the address below and upon payment of a non-refundable fee for the Bidding Documents in the amount of **Five Thousand Pesos Only (Php 5,000.00)**

Bidding Documents may also be downloaded from the website of the Philippine Government Electronic Procurement System (PhilGEPS) provided that bidders shall pay the fee for the Bidding Documents prior to the submission of bids.

8. Bids must be delivered on or before **December 17, 2018, 1:30 P.M. at Budget Office, 2nd Floor, City Hall Building, Alaminos City, Pangasinan**. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 18 of the Revised IRR of RA 9184. Late bids shall not be accepted.

Bid opening shall be on **December 17, 2018, 2:00 P.M. at Budget Office, 2nd Floor, City Hall Building, Alaminos City, Pangasinan**. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below.

9. The amount of Performance Security shall be not less than the required percentage of Total Contract Price:
 - Five percent (5%) for Cash or cashier's/manager's check issued by a Universal or Commercial Bank;
 - Five percent (5%) for Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank ;
 - Thirty percent (30%) for Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance commission as authorized to issue such security.
10. The Amount of Warranty Security shall be equal to percentage of the Total Contract Price:
 - One percent (1%) of total contract price or;
 - Special Bank Guarantee equivalent one percent (1%) total contract price.
11. The winning bidder is entitled an advance payment of 15% of the contract and the remaining balance shall be paid only after the issuance of Acceptance Report by the City.
12. The **CITY GOVERNMENT OF ALAMINOS, PANGASINAN** 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.

13. For further information, please refer to:

*BAC Secretariat
City Budget Office, 2nd Floor, Alaminos City Hall Building
Quezon Avenue, Poblacion, Alaminos City, Pangasinan
(075) 551-2420
www.alaminoscity.gov.ph*

MS. ROWENA F. RUIZ
*City Budget Officer
Chairperson - Bids and Awards Committee*