



Republic of the Philippines  
 CITY OF ALAMINOS  
 Province of Pangasinan

**INVITATION TO BID FOR THE REPRODUCTION / PRINTING SERVICES OF QUALITY ASSURED MODULES FOR PROJECT WRITE, WRITE, WRITE OF SCHOOLS DIVISION OFFICE, CITY OF ALAMINOS, PANGASINAN**

1. The **CITY GOVERNMENT OF ALAMINOS, PANGASINAN** through its **Special Education Fund (SEF)** intends to apply the sum of **Three Million Two Hundred Thirty Nine Thousand Nine Hundred Ninety Three Pesos Only (Php 3,239,993.00)** being the Approved Budget for the Contract (ABC) to payment under the contract for the **REPRODUCTION / PRINTING SERVICES OF QUALITY ASSURED MODULES FOR PROJECT WRITE, WRITE, WRITE OF SCHOOLS DIVISION OFFICE, CITY OF ALAMINOS, PANGASINAN.**

QTY.	UNIT OF MEASURE	ITEM DESCRIPTION
1,460	booklet	Kinder (75 pages)
58	booklet	SPED (101 pages)
1,547	booklet	Grade 1 - Across Learning Areas (322 pages)
1,889	booklet	Grade 2 - Across Learning Areas (296 pages)
1,738	booklet	Grade 3 - Across Learning Areas (114 pages)
1,463	booklet	Grade 4 - Across Learning Areas (476 pages)
1,683	booklet	Grade 5 - Across Learning Areas (330 pages)
1,745	booklet	Grade 6 - Across Learning Areas (370 pages)
1,786	booklet	Grade 7 - Across Learning Areas (410 pages)
1,561	booklet	Grade 8 - Across Learning Areas (384 pages)
1,816	booklet	Grade 9 - Across Learning Areas (436 pages)
1,573	booklet	Grade 10 - Across Learning Areas (440 pages)
1,542	booklet	Grade 11 - Across Learning Areas (130 pages)
1,310	booklet	Grade 12 - Across Learning Areas (155 pages)
		Specification:
		Paper size and thickness: Newsprint
		Binding: Saddle Stitch
		Cover: Foldcote No. 12 (FC #12); (4 Color: Black, Cyan, Magenta, Yellow )
		Lamination: UV Coating
		Inside: 4 colors; back to back

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 **REPRODUCTION / PRINTING SERVICES OF QUALITY ASSURED MODULES FOR PROJECT WRITE, WRITE, WRITE OF SCHOOLS DIVISION OFFICE, CITY OF ALAMINOS, PANGASINAN.** Delivery of 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 **August 20 – September 9, 2020**.
6. The **CITY GOVERNMENT OF ALAMINOS, PANGASINAN** will hold a Pre-Bid Conference on **August 28, 2020, 10:00 A.M. at the City Conference Hall, City Hall Building, City of Alaminos, Pangasinan**.
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 **September 9, 2020, 9:30 A.M.** at the **City Budget Office, City Hall Building, City of Alaminos, 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 **September 9, 2020, 10:00 A.M.** at the **City Conference Hall, City Hall Building, City of Alaminos, 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:

**ROLEVER C. BERNABE / ENGR. WILSON C. ROSARIO**  
 Head – BAC Secretariat / Member – BAC Secretariat  
 City General Services Office / City Engineering Office  
 Alaminos City Hall Building  
 Quezon Avenue, Poblacion, City of Alaminos, Pangasinan  
 (075) 696-1559 / (075) 551-3034  
[www.alaminocity.gov.ph](http://www.alaminocity.gov.ph)

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