



Republic of the Philippines
Province of Laguna

**BIDS AND AWARDS COMMITTEE
CITY OF CALAMBA**

Section I. INVITATION TO BID FOR G-2025-0631

	Reference No.: G-2025-0631
1.	The CITY GOVERNMENT OF CALAMBA through the General Fund intends to apply the sum of PHP 1,232,420.40 being the Approved Budget for the Contract (ABC) to payments under the contract for: G-2025-0631 SUPPLY AND DELIVERY OF OFFICE AND JANITORIAL SUPPLIES Various Offices Bids received in excess of the ABC shall be automatically rejected at Bid opening.
2.	The City Government of Calamba now invites bids for the above stated procurement. Delivery of the GOODS is required within Twenty one (21) calendar day/s. 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 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (R.A.) 9184. a. 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, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to Republic Act 5183.
4.	Prospective Bidders or his duly authorized representative may obtain further information from the City Government of Calamba and inspect the Bidding Documents at the address given below from 8:00 AM - 5:00 PM.
5.	A complete set of Bidding Documents may be acquired by interested Bidders or his duly authorized representative on June 27, 2025 to July 16, 2025 from the address below and upon payment of a non-refundable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, amount of Php5,000.00. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person.
6.	The BAC of the City Government of Calamba will hold a Pre-Bid Conference on July 4, 2025 10:00 AM at the BAC Office, LG/F 25, Calamba City Hall which shall be open to prospective bidders or his duly authorized representative.

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**JERRALYN A. CANICULA
BAC SECRETARIAT**

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7.	Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before 9:00 AM July 16, 2025 Late bids shall not be accepted.	
8.	All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 14.	
9	Bid opening shall be on July 16, 2025 2:00 PM at the BAC Office, LG/F 25 Calamba City Hall. Bids will be opened in the presence of the bidders or the bidders' authorized representatives who choose to attend the activity.	
10	The City Government of Calamba reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 35.6 and 41 of the 2016 revised IRR of RA 9184, without thereby incurring any liability to the affected bidder or bidders.	
11.	For further information, please refer to: <i>Name of Officer :</i> Ms. Maria Luisa C. Pua <i>Name of Office :</i> BAC Office, City Government of Calamba <i>Postal Address :</i> LG/F 25 Calamba City Hall Chipeco Ave. Extension, Barangay Real, Calamba City, Laguna <i>Tel/Fax No. :</i> (049) 545-6789 local 8327 <i>E-mail Address :</i> calambacityb@gmail.com  GREGORIA J. ALCANTARA City Budget Officer BAC Chairman	

BAC-TWG / January 2021

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BAC SECRETARIAT