



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

Control Reference Number : GOODS#0026, ITB#0026,
PR#0027, SCG-2025
Name of the Project: Purchase of Office Supplies/
materials needed at DRRM Office for daily
operation/utilization, Silay City.
Location of the Project : DRRM 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 Supplies/ materials needed at DRRM Office
for daily operation/utilization, Silay City.
Location : DRRM Office, Silay City.
Brief Description : _____
Approved Budget For the : Php 831, 435. 00
Contract : _____
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	February 3-10, 2025	8:00 AM – 2:30 PM Bids & Awards Committee Office
2	Pre-bid Conference		
3	Dropping of Bids	February 10, 2025 (Monday)	1:30- 2:30PM (PST)
	Opening of Bids	February 10, 2025 (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 ONE THOUSAND PESOS ONLY (Php 1,000.00) 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

City.

Head (BAC Secretariat)
Bids & Awards Committee Office, Silay

Posting in Website : February 1-10, 2025