



Republic of the Philippines
Province of Camarines Norte
Municipality of Santa Elena

INVITATION TO BID FOR *Procurement of Nine (9) units of Laptop for office use (SB)*

1. The **MUNICIPALITY OF STA. ELENA, CAMARINES NORTE** through the Bids and Awards Committee now invites bids for the following:

Description	Quantity	Funding Source	Approved Budget for the Contract	Non-Refundable Bid Fee
<i>Procurement of Nine (9) units of Laptop for office use (SB)</i>	1 lot	SB EIP (4 th Quarter)	Php. 333,000.00	Php. 500.00

2. The **MUNICIPALITY OF STA. ELENA, CAMARINES NORTE** now invites bids for the above Procurement Project. Delivery of the Goods is required by **forty (40) days**. Bidders should have completed, within **five (5) 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 (Instruction to Bidders). Bidding and award of contract shall be made on a per lot basis. Bids received in excess of the ABC will automatically be rejected during bid opening.
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 (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, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA 5183.
4. Interested bidders may obtain further information from **MUNICIPALITY OF STA. ELENA, CAMARINES NORTE** and inspect the Bidding Documents at the address given below during **8:00 am to 5:00 pm**.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **October 24, 2022** from the address below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount **stated above for particular procurement project**.
6. Bids must be duly received by the BAC Secretariat at the address below on or before **8:45 am of November 4, 2022**. Late bids shall not be accepted.

7. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 14.
8. Bid opening shall be on **November 4, 2022 – 2:00 pm** at **Mayor's Office Conference Room, 2nd Floor Municipal Hall Building, Magsaysay St., Purok 5, Brgy. Sta. Elena (Poblacion), Sta. Elena, Camarines Norte**. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below.
9. The **MUNICIPALITY OF STA. ELENA, CAMARINES NORTE** 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 of award in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
10. For further information, please refer to:

JESSIE EMMANUEL T. RICERRA


BAC Secretary

Office of the BAC Secretariat

2nd Floor Municipal Hall Building, Magsaysay St.,

Purok, Brgy. Sta. Elena (Poblacion), Sta. Elena, Camarines Norte

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REX H. HERALDO
BAC Chairman