

## ADVERTISEMENT TO BID

Notice is hereby given that sealed bids for items listed at the back hereof will be received in the Office of the Bids and Awards Committee (BAC) not later than April 24, 2017 12:00 P.M. Bidders should submit bids on duly sealed envelopes labeled **"BIDS FOR ITEMS: SUPPLY OF 2 UNITS DESKTOP COMPUTER INTENDED FOR MIO OPERATION on April 24, 2017 1:30 P.M. at Mayor's Conference Room, Maragusan, Compostela Valley.**

A proposed bond shall be in an amount equal to a percentage of the ABC in accordance either of the following: a.) Cash or cashier's/manager's check issued by a Universal or Commercial Bank (2% of the ABC); b.) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank (2% of the ABC); c.) Surety bond callable upon demand issued by surety or insurance company duly certified by the Insurance Commission as authorized to issue such security (5% of the ABC); d.) Any combination of the foregoing (Proportionate to share of form with respect to total amount of security). Such bond shall accompany each bid to the Municipal Government of Maragusan. The bond shall be forfeited in favor of Maragusan Government should the winning bidder fails to enter into contract price in the form of cash, certified checks, manager's checks, GSIS bond, Private Surety Institution duly accredited. Should the bidder fail to put up the Performance bond; the government shall confiscate his proposal bond and bar him from participating in some of the future public bidding, being an irresponsible bidder.

Failure of the successful bidder to finish the project/deliveries on time, the Municipal Accountant shall impose penalties of 1/10 of 1% of the total value of the contract cost if the supplies or materials called for has been delivered partially within the stipulated date, and to deduct 5% of the amount of the value of the penalties imposed from any money due from the bidder or be recovered from the bidder's bond filed his bid.

It is requested that a representative of the bidder be present to witness the opening of bids and **TO ANSWER QUERY THAT MAYBE ASKED BY THE COMMITTEE**. However, all bids received on time will be opened even without the presence of the bidder or their authorized representatives.

The government reserves the right to reject any or all bids, waive any defect contained therein and accept the bid as maybe considered most advantageous to the government.

All items and conditions in the advertisement and specifications, exception, notation and remarks in his bid shall **"Ipsa Facto"** constitutes a part of the contract if not objected by the Municipal Committee on Award and for the bidder.

Very truly yours,

NELSON M. ORTIZ  
BAC CHAIRMAN

Standard Form Number: SF-GOOD-05  
Revised on: July 28, 2004**INVITATION TO BID**

Name of Project : OFFICE-EQUIPMENT - MO/MIO  
 Location : Municipality of Maragusan, Compostela Valley  
 Brief Description : SUPPLY OF 2 UNITS DESKTOP COMPUTER INTENDED FOR MIO OPERATION  
 Approved Budget for the Contract (ABC) : 95,000.00  
 Source of Fund: : GF  
 Contract Duration : 10 days after receipt of P.O.

For contracts involving delivery of goods:

Prospective bidders should have experience in undertaking a similar project within the last 2 years with an amount of at least 50% 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 Implementation Rules and Regulation (IRR).

The complete schedules of activities is listed, as follows:

| ACTIVITIES  | SCHEDULE               |
|---|------------------------|
| 1. Issuance of Bid Documents  | April 17, 2017         |
| 2. Pre-bid Conference   |                        |
| 3. Submission of letters of intent and Application for Eligibility<br>(If single-stage bidding is used, delete this activity) |                        |
| 4. Opening of Bids  | April 24, 2017         |
| 5. Bid Evaluation   | April 26, 2017         |
| 6. Post-qualification   | APRIL 27 - MAY 3, 2017 |
| 7. Notice of Award  |                        |

For single-stage bidding:

Bid documents will be available only to prospective bidders upon payment of a non-refundable amount of  P 500.00  to the  Municipality of Maragusan  Cashier.

Approved by:

Date of Publication: \_\_\_\_\_  
 Newspaper: \_\_\_\_\_

NELSON M. ORTIZ   
 BAC Chairman

REFERENCES:

Purchase Request No. 100-17-01-PR0200

Date: April 17, 2017

Bid File: 17-066

| Item No.                         | Qty | Unit | Articles Description                        | Unit Price | Total Price |
|----------------------------------|-----|------|---|------------|-------------|
| 1                                | 2   | UNIT | DESKTOP COMPUTER                            |            |             |
|                                  |     |      | - INTEL core i7 3.5 GHz processor or higher |            |             |
|                                  |     |      | - P8H motherboard                           |            |             |
|                                  |     |      | - 8GB RAM                                   |            |             |
|                                  |     |      | - 1TB HDD                                   |            |             |
|                                  |     |      | - 24' LED MONITOR                           |            |             |
|                                  |     |      | - DVD RW                                    |            |             |
|                                  |     |      | - Tower case with 600W power supply         |            |             |
|                                  |     |      | - PS2 Optical Mouse with Pad                |            |             |
|                                  |     |      | - PS2 Keyboard                              |            |             |
|                                  |     |      | - 4 GB PCIE display Card with HDMI port     |            |             |
|                                  |     |      | - ADD:                                      |            |             |
|                                  |     |      | - 1TB Hard Disk Drive                       |            |             |
|                                  |     |      | - 600W UPS                                  |            |             |
|                                  |     |      | - 750W AVR                                  |            |             |
| <b>OFFICE-EQUIPMENT - MO/MIO</b> |     |      |   |            |             |

**Bids Requirements and Entries**

1. The Bid security shall be in the following forms and amount:
  - a. Cash or cashier's/ manager's check issued by a Universal or Commercial Bank. [2% of ABC]
  - b. Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank [2% of ABC]
  - c. Surety bond callable upon demand issued by surety or insurance company duly certified by the Insurance Commission as authorized to issue such security. [5% of the ABC]
  - d. Any combination of the foregoing. (Proportionate to share of form with respect to total amount of security)
2. Type or print your quotation in blue or black ink.
3. Bidder's bond must be either in cash, cashier's check, Manager's check or surety bond. Payee of the check issued should be to the Mun. Treasurer, Maragusan, Compostela Valley.
4. Delivery must within 10 days upon receipt of the Purchase Order.
5. Indicate unit and total lot price.
6. Submit bid with original copy of the bidder's bond.
7. Unprinted name of the establishment and unprinted name of Bidder will be disqualified.
8. Unsigned quotation will be disqualified.
9. Erasures/alterations should be initiated accordingly.
10. Only accredited suppliers by GSO/Local Treasurer.

Bids Distributed To:  
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\_\_\_\_\_  
 Name of Establishment

\_\_\_\_\_  
 Name of Bidder

\_\_\_\_\_  
 Signature of Bidder