



# PhilGEPS

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## Bid Notice Abstract

### Invitation to Bid (ITB)

**Reference Number** 12387406  
**Procuring Entity** MUNICIPALITY OF TINAMBAC, CAMARINES SUR  
**Title** Supply and Delivery of Office Supplies, Office Equipment & Appliances  
**Area of Delivery** Camarines Sur

<b>Solicitation Number:</b>	B-25P-02	<b>Status</b>	Active
<b>Trade Agreement:</b>	Implementing Rules and Regulations		
<b>Procurement Mode:</b>	Public Bidding	<b>Associated Components</b>	1
<b>Classification:</b>	Goods		
<b>Category:</b>	Office Equipment Supplies and Consumables	<b>Bid Supplements</b>	0
<b>Approved Budget for the Contract:</b>	PHP 808,484.10		
<b>Delivery Period:</b>	15 Day/s	<b>Document Request List</b>	2
<b>Client Agency:</b>			
<b>Contact Person:</b>	JOSEPH MADRID BAÑES Municipal Budget Officer Provincial Road, Bgy. Binalay Tinambac Camarines Sur Tinambac Camarines Sur Philippines 4426 63-255-8050  lgutinambac-bac@hotmail.com	<b>Date Published</b>	11/09/2025
		<b>Last Updated / Time</b>	11/09/2025 00:00 AM
		<b>Closing Date / Time</b>	18/09/2025 08:30 AM

#### Description

##### INVITATION TO BID FOR

Supply and Delivery of Office Supplies, Office Equipment and Appliances

1. The Local Government Unit of Tinambac, through General Fund – F/Y 2025 intends to apply the total sum of Eight Hundred Eight Thousand Four Hundred Eighty Four Pesos & Ten Centavos (P 808,484.10 ) Only being the Approved ,Budget for the Contract (ABC) to payments under the contract Supply and Delivery of Office Supplies, Office Equipment and Appliances. Bids received in excess of the ABC in any of the projects shall be automatically rejected at bid opening.

The Local Government Unit of Tinambac, through the General Fund – F/Y 2025 intends to apply the sum of Eight Hundred Eight Thousand Four Hundred Eighty Four Pesos & Ten Centavos (P 808,484.10 ) Only for the project with Project Identification/ Solicitation Number B-25P-02 being the ABC to payments under the contract for each lot. Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening.

2. The Local Government Unit of Tinambac now invites bids for the above Procurement Project. Delivery of the Goods is required by Oct. 9, to Oct. 23, 2025. 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).

3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the 2025 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 12009.

- 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 RA No. 5183.
4. Prospective Bidders may obtain further information from Bids and Awards Committee (BAC) Office of LGU Tinambac, Camarines Sur and inspect the Bidding Documents at the address given below during Office Hours, from 8:00 AM – 5:00 PM.
5. A complete set of Bidding Documents may be acquired by interested Bidders on Sept. 11 to 18, 2025 from the given address below and upon payment of a non-refundable fee for the Bidding Documents in the amount of One Thousand Five Hundred (Php 1,500.00) Pesos only.
- It may also be downloaded from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided that Bidders shall pay the nonrefundable fee for the Bidding Documents not later than the submission of their bids.
6. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before Sept. 18, 2025, 8:30 a.m. 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 Sept. 18, 2025, 9:00 a.m. at Bids and Awards Committee (BAC) Office, Department of Trade and Industry (DTI) Building, Binalay, Tinambac, Camarines Sur. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
9. The Local Government Unit of Tinambac 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 Sections 35.6 and 41 of the 2025 revised IRR of RA No. 12009, without thereby incurring any liability to the affected bidder or bidders.
10. For further information, please refer to:

JOSEPH M. BAÑES  
Budget Officer and Bids and Awards Committee Chairman  
Municipality of Tinambac  
2nd Floor, Municipal Hall Building  
Binalay, Tinambac, Camarines Sur  
Email: lgutinambac@yahoo.com  
Phone No.: 63-608-461-385

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