



Republic of the Philippines
MUNICIPALITY OF VIRAC
 Catanduanes



INVITATION TO BID

The **MUNICIPAL GOVERNMENT OF VIRAC**, intends to apply the sum shown below being the Approved Budget for Contract (ABC) to Payments under the contract/project below. Bids received in excess of ABC shall be automatically rejected at the bid opening.

The **MUNICIPAL GOVERNMENT OF VIRAC**, through its Bids and Awards Committee (BAC), invites suppliers/manufacturers/contractors to apply for eligibility and to bid for the hereunder project/s:

Name of Project/Contract/Activities	Location/Department	Brief Description	Approved Budget for the Contract	Delivery Period
1. ID No. GDS-09-22-035 Catering Services including Venue & Hotel Accommodation	MO	Meals, Snacks including Venue & Hotel Accommodation for 180 pax for 3 days	P 261,000.00	30 CD

Delivery of goods is required as indicated in the Duration of the Delivery Schedule. Bidders should have completed within two (2) years from 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 the Bidders.

For Goods: Opening of bids is restricted to Filipino citizens/sole proprietorships, partnership, or organization with at least sixty percent (60%) interest or outstanding capital stock belonging to the citizens of the Philippines.

A complete set of bidding documents may be purchased by interested bidders from the address below and upon payment of a non-refundable fee (see below for schedule) to the Municipal Treasurer's Office cashier.

Project Worth/ABC	Amount
1. 500,000 and below	500.00
2. More than 500,000 up to 1 million	1,000.00
3. More than 1 million up to 5 million	5,000.00
4. More than 5 million up to 10 million	10,000.00
5. More than 10 million up to 50 million	25,000.00
6. More than 50 million up to 500 million	50,000.00
7. More than 500 million	75,000.00

The complete schedule of BAC activities is listed as follows:

ACTIVITIES	SCHEDULE
1 Pre-Procurement Conference	September 29, 2022 @ 9:00 A.M.
2 Issuance and availability of bidding documents	September 30 – October 20, 2022
3 Pre-Bid Conference	October 7, 2022 @ 2:00 P.M.
4 Opening of Bids and Eligibility Check	October 20, 2022 @ 2:00 P.M.
5 Bid Evaluation	October 21, 2022
6 Post Qualification	October 24 – 28, 2022
7 Approval of BAC Resolution/Issuance of Notice of Award	October 31 – November 3, 2022
8 Contract Preparation and Signing	November 4 – 7, 2022

All prospective bidders shall be subject to eligibility check, screening by the BAC for purposes of determining whether they are eligible to participate in the bidding process using non-discretionary "pass/fail" criteria. Further, all bids that have been passed the eligibility shall be preliminary examined and shall undergo a detailed evaluation based on the extent of their compliance with the Technical and Financial Proposals. Furthermore,




bids that have been rated "passed" during the opening and preliminary examination thereof shall be post evaluated to verify and validate the Legal, Technical and Financial requirements of the bid, and to determine whether the bidder complies and is responsive to all the requirements and conditions for eligibility and the bidding of the contract.

Interested Bidders may secure and shall only be issued eligibility requirements and bid documents from the BAC Secretariat before the scheduled date of eligibility check and opening of bids upon payment of the corresponding non-refundable amount therefore before the Office of the Municipal Treasurer/Cashier in accordance with the Standard Rates set forth under Guidelines on the Sale of Bidding Documents (Handbook on Philippine Government Procurement – (The 2016 Revised Implementing Rules & Regulations of Republic Act No. 9184 Otherwise known as the Government Procurement Reform Act.)

The **Municipal Government of Virac** reserves the right to accept or reject any bid, and to annul the bidding process at any time prior to the contract award, without thereby incurring any liability to the affected bidder/s.

September 29, 2022

For further information, please refer to:


MICHAEL O. GUERRERO
Senior Administrative Assistant III
Head, BAC Secretariat
BAC Office
LGU-Virac Compound
Virac, Catanduanes


MARIA M. GIANAN
MPDC
BAC Chairman

NOTED:


SAMUEL V. LAYNES
Municipal Mayor

Date of Postings: September 30 – October 6, 2022
Posted at Philgeps, Municipal Hall, Provincial Capitol &
Virac Public Market Bulletin Board