



Republic of the Philippines  
CITY GOVERNMENT OF TARLAC  
TARLAC CITY  
**BIDS AND AWARDS COMMITTEE**

**INVITATION TO BID**

**ITB NO: 2024-004**

The City Government of Tarlac through its Bids and Awards Committee (BAC) invites interested suppliers/manufacturers/distributors/contractors to bid for the following:

1. Name of Project : Procurement of Office Supplies for use of the Office of the Sangguniang Panlungsod Members.  
Approved Budget for Contract : P 2,750,000.00  
Source of Fund : General Fund 2024
2. Name of Project : Procurement of Office Supplies for use of the City Vice-Mayor's Office.  
Approved Budget for Contract : P 1,382,644.00  
Source of Fund : General Fund 2024

ITB # 2024-004

Prospective Bidders must have completed a contract similar to the project with the amount of at least 50% of the ABC. Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the "Government Procurement Reform Act". Bids received in excess of the ABC shall be automatically rejected at the bid opening.


Bid documents are available from the date of this advertisement until the opening of bids at the City General Service Office, 2<sup>nd</sup> Floor, Main Building, Rizal St. corner Hilario St. Ligtasán, Tarlac City.

Opening of Bids shall commence at exactly 2:00 P.M. on February 8, 2024 at the Bid and Awards Committee Conference Room. Pre-bid Conference is set January 26, 2024 at 2:00 P.M. at the Bids and Awards Committee, Conference Room, City Legislative Building, 2<sup>nd</sup> floor, Rizal St. corner Hilario St. Ligtasán, Tarlac City.

Interested bidders should submit their duly accomplished bid proposals to the BAC Secretariat not later than 2:00 P.M. on the date of opening of bids. Bid form/s shall be paid directly to the City Treasurer's Office. Payment of bid form/s is non-refundable.

All other matters not specified herein shall be governed by pertinent provisions of the Revised Implementing Rules and Regulations of Republic Act No. 9184, otherwise known as the "Government Procurement Reform Act".

Government reserves the right to reject any or all bids waive minor defect contained herein; and accept the offer most advantageous to the Government.

  
**ROMEO A. DE LEON**  
BAC CHAIRMAN