



Republic of the Philippines  
Municipality of Capas  
Province of Tarlac

**BIDS AND AWARDS COMMITTEE**

## **INVITATION TO BID FOR *Supply and Delivery of Various Office and Printing Supplies***

1. The *Municipality of Capas*, through the *Special Education Fund* intends to apply the sum of *Two million six hundred thirteen thousand three hundred seventy-five pesos (Php 2,613,375.00)* being the Approved Budget for the Contract (ABC) to payments under the contract for *Supply and delivery of various office and printing supplies for Public Schools of Capas, Tarlac*. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *Municipality of Capas* now invites bids for *Supply and delivery of various office and printing supplies for Public Schools of Capas, Tarlac*. Delivery of Goods is required *within fourteen (14) days*. 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 Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the “Government Procurement Reform Act”.
  - (i) 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 and subject to Commonwealth Act 138.
4. Interested bidders may obtain further information from *Municipality of Capas* and inspect the Bidding Documents at the address given below during *8:00 a.m. to 5:00 p.m.*

A complete set of Bidding Documents may be purchased by interested Bidders on *October 28-November 16, 2021* from the address below and upon payment of a nonrefundable fee for the Bidding Documents.
5. The *Municipality of Capas* will hold a Pre-Bid Conference on *November 4, 2021 at 10:00 in the morning*, which shall be open only to all interested parties who have purchased the Bidding Documents.
6. Bids must be delivered to the address below on or before *November 16, 2021 at 4:00 p.m.* All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB**.

Bid opening shall be on *November 16, 2021 at 4:00 p.m. at Municipal Hall of Capas, Tarlac*. Bids will be opened in the presence of the Bidders’ representatives who choose to attend at the address below. Late bids shall not be accepted.
7. The *Municipality of Capas* reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.
8. For further information, please refer to:

*Rosie S. Manalo*  
*BAC Secretariat*  
*Municipal Building of Capas, Sto. Domingo 2<sup>nd</sup>, Capas, Tarlac*  
*Contact No. (045) 324-0151*

**(SGD) ATTY. NICOLAS C. PINEDA**  
BAC Chairman