INVITATION TO BID FOR:
Purchase of Office Supplies for 4th Quarter 2025

1. The **MUNICIPALITY OF HERMOSA**, through the **GENERAL FUND** intends to apply the sum of **Php 900,901.00** being the ABC to payments under the contract for **Purchase of Office Supplies for 4th Quarter 2025/25CRN089**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **MUNICIPALITY OF HERMOSA** now invites bids for the above Procurement Project. Delivery of the Goods is required by **15 calendar days**. Bidders should have completed 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 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
4. 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.
5. Prospective Bidders may obtain further information from **MUNICIPALITY OF HERMOSA** and inspect the Bidding Documents at the address given below during office hours (**8:00 am to 5:00 pm**).
6. A complete set of Bidding Documents may be acquired by interested Bidders on **November 5 to 13, 2025** from the given address and below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Php 1,000.00**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before **November 13, 2025 until 10:00 am**. Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
9. Bid opening shall be on **November 13, 2025 - 10:00 am** at the given address below (**2nd floor Mayor's Conference Room Hermosa Municipal Building**). Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The **MUNICIPALITY OF HERMOSA** 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 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:
    MR. ERIC C. DE VIVAR
    Head of BAC Secretariat
    Bids and Awards Committee Office
    Municipality of Hermosa
    Brgy. Burgos, Hermosa, Bataan
12. For downloading of Bidding Documents: **philgeps.gov.ph**

SERAFIN D. BUNSOY JR.
BAC Vice Chairperson