



Republic of the Philippines  
**RIZAL PROVINCIAL GOVERNMENT**  
City of Antipolo  
Province of Rizal

## **INVITATION TO BID FOR THE SUPPLY AND DELIVERY OF OFFICE SUPPLIES**

1. The **Rizal Provincial Government**, through the **General Fund** intends to apply the sum of **8,129,493.50** being the ABC to payments under the contract for **25-0105**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
  2. The **Rizal Provincial Government** now invites bids for the above Procurement Project. Delivery of the Goods is required by **30 day delivery period**. Bidders should have completed, within 3 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 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
    - a. Bidding is open to all interested bidders, whether local or foreign, subject to the conditions for eligibility provided in the 2016 revised IRR of RA No. 9184.
  4. Prospective Bidders may obtain further information from Rizal Provincial Government and inspect the Bidding Documents at the address given below during 8:00 a.m. – 5:00 p.m.
  5. A complete set of Bidding Documents may be acquired by interested Bidders on **June 13, 2025** from the given address below. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person.
  6. The **Rizal Provincial Government** will hold a Pre-Bid Conference<sup>1</sup> on **June 20, 2025; 10:00 a.m.** at BIDDING ROOM 3/F Capitol Bldg. Ynares Center Complex, Antipolo City.
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7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before **July 03 , 2025; 9:30 a.m.** 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 Instruction to Bidders (ITB) Clause 14.
9. Bid opening shall be on **July 03, 2025; 10:00 a.m.** at the given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The Rizal Provincial Government 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:

**MA. TERESA E. LASQUETY**

BAC Secretary, Bidding Room 3/F, Rizal Provincial Government  
Ynares Center Complex, Antipolo City  
rpgprocurement28@gmail.com  
8256-3000 local 4914  
<http://rizalprovince.ph>

**June 13, 2025**

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**ENGR. LUISITO G. MUNSOD**

Chairman

Bids and Awards Committee