

BIDS AND AWARDS COMMITTEE

INVITATION TO BID

The City Government of Valenzuela, through its Bids and Award Committee (BAC), invites interested suppliers to apply for eligibility and bid for the hereunder listed project:

Project Reference No. : 011-KOMUNIKASYON PARA SA TULOY NA PROGRESO-GOODS-2024
Project Name : Procurement of Social Media Management for Valenzuela City's Official Online Channels
Project Description : Procurement of Social Media Management for Valenzuela City's Official Online Channels for 10 months period
Approved Budget for the Contract: **PhP3,600,000.00** (BC# 12; Ref. no. 24-016)
Contract Duration : 10 months
Delivery Period : Starts after receipt of Notice to Proceed.
 The rates quoted by the bidder shall be fixed for the duration of the contract and not be subject to adjustment on any account.

Registered prospective bidders should have experience in undertaking Single Largest Completed Contract (SLCC) within the last five (5) years with amount of at least 50% of the proposed project for bidding for non-expendable supplies and 25% for expendable supplies, in case applicable. The Eligibility Check/Screening, as well as the Preliminary Examination of Bids shall use a non-discretionary "pass/fail" criteria. Post-Qualification of the Lowest Calculated Responsive Bid shall be conducted.

All particulars relative to Eligibility Statement and Screening, Bid Security, Performance Security, Pre-bidding Conference/s, Evaluation of Bids, Post Qualification, and Award of Contract shall be governed by the pertinent provisions of R.A. 9184 and its IRR.

The complete schedule of activities are herein below listed as follows:

1) Issuance of Bid Documents	February 20, 2024 – March 11, 2024; 8:00AM to 4:00 PM and on March 12, 2024 until 9:00 AM, Bids and Awards Committee Office
2) Pre-Bid Conference	February 27, 2024; 1:00 PM, Conference Room (3A)-Legislative Building
3) Submission of Bids	March 12, 2024 until 10:00 AM, 2 nd Flr. Exec. Bldg. Bids and Awards Committee Office
4) Opening of Bids	March 12, 2024; 1:00 PM, Conference Room (3A)-Legislative Building
5) Bid Evaluation	7 calendar days
6) Post Qualification	30 calendar days
7) Notice of Awards	7 calendar days

Bid documents will be available at the City Budget Office, 2/F Exec. Bldg. Valenzuela City Hall, Mac Arthur Highway, Karuhatan, Valenzuela City, to bidders upon payment of a non-refundable fee in the amount of **PhP5,000.00** for Projects with ABC of more than PhP1Million up to PhP5Million to the City Treasurer of the City Government of Valenzuela, and may be downloaded at the PhilGEPS website.

Bidder/supplier must be able to log-in in at the Philippine Government Electronic Procurement System (PhilGEPS) wherein the name of the company will be reflected in the Document Request List (DRL) of the Bid Notice Abstract of the Procuring Entity.

The City Government of Valenzuela reserves the right to accept/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 R.A. 9184, and to annul the bidding process and reject all bids at any time prior to the contract award, without thereby incurring any liability to the affected bidder/s and assumes no responsibility whatsoever to compensate or indemnify the latter for any expense incurred in the preparation of their bids.

The Committee reserves the right to cancel or postpone the date of bidding with or without prior notice to prospective bidders.

APPROVED BY:

ATTY. JAIME T. DE VEYRA, MNSA

Chairperson

Posted in conspicuous place
Date of Publication/PhilGEPS
Date Prepared: 2/12/2024
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PhilGEPS 2/13/2024