**INVITATION TO BID**

**FOR THE PURCHASE OF 2,500 COMFORT PACKS FOR DISASTER PREPAREDNESS**

1) The City Government of Valenzuela, through the **Welfare Goods Expenses-Local Disaster Risk Reduction & Management Fund** intends to apply the sum of **FOURTEEN MILLION (PhP14,000,000.00) (BC# 71; Ref. No. 25-129)** being the Approved Budget for the Contract (ABC) to payments under the contract for **Project Reference No.: 128-COMFORT PACKS-CSWDO-LDRRMF-GOODS-2025.** Bids received in excess of the ABC shall be automatically rejected at bid opening.

2) The City Government of Valenzuela now invites bids for the **purchase of 2,500 Comfort Packs for Disaster Preparedness.** The contract will be awarded to the Lowest Calculated Responsive Bid (LCRB). Delivery of the Goods is required within **60 calendar days from receipt of Notice to Proceed.** Bidders should have completed, at least 10 years from the date of submission and receipt of bids, contracts 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 competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the IRR of RA No. 12009.

i. Bidding is open to all interested Bidders, whether local or foreign, subject to the conditions for eligibility provided in the IRR.

4) Interested Bidders may obtain further information from City Government of Valenzuela and inspect the Bidding Documents at the address given below Monday to Friday from 8:00 AM to 5:00 PM to Bids and Awards Committee-Secretariat Office.

5) A complete set of Bidding Documents may be acquired by interested Bidders:

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| 5.1 Date of availability of Bidding Documents | November 27, 2025- December 15, 2025; 8:00 AM to 4:00 PM and on December 16, 2025 until 9:00 AM, Bids and Awards Committee-Secretariat Office |
| 5.2 Fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB | PhP25,000.00 for Projects with ABC of more than PhP10 Million up to PhP50 Million |

6) The City Government of Valenzuela will hold a Pre-Bid Conference:

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| 6.1 Pre-Bid Conference | December 2, 2025; 1:00 PM, Conference Room (3A)-Legislative Building, which shall be open to prospective Bidders. |

7) Bids must be duly received by the Bids and Awards Committee (BAC) Secretariat through manual submission at the Bids and Awards Committee-Secretariat Office, 2/F Exec. Bldg. Valenzuela City Hall, MacArthur Highway, Karuhatan, Valenzuela City on or before **December 16, 2025** until 11:00 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 16.1.

9) Bid opening:

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| 9.1 Bid opening | December 16, 2025; 1:00 PM, Conference Room (3A)-Legislative Building. Bids will be opened in the presence of the Bidders' representatives who choose to attend the activity. |

10) The City Government of Valenzuela 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 Section 70 of R.A. No. 12009, without incurring any liability to the affected Bidder or Bidders.

11) For further information, please refer to:

Atty. Madeleine Anne C. Bautista
Secretariat-Member
Bids and Awards Committee-Secretariat Office
Address: 2nd Flr. Exec. Bldg. The City Hall, MacArthur Highway, Karuhatan, Valenzuela City 1441
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Email address: bacsecvalenzuela@gmail.com
Date of Issue: 11/17/2025
PhilGEPS

**ATTY. MARIBERT Q. PAGENTE**
BAC Chairperson