



Republic of the Philippines  
Province of Southern Leyte  
MUNICIPALITY OF SAINT BERNARD  
[www.saintbernard.gov.ph](http://www.saintbernard.gov.ph)

## INVITATION TO APPLY FOR ELIGIBILITY AND TO BID

The Municipality of Saint Bernard through its Bids and Awards Committee (BAC), invites suppliers / manufacturers / distributors to bid for the hereunder project:

Name of Project : Procurement of Catering Services for NEO Seminar  
Project Reference No. : BAC-SBSL-LGU-NEO-2011-02  
Location : Saint Bernard, Southern Leyte  
Description of Project : Procurement of catering services for three hundred fifty-two persons (352) for three (3) seminar days  
Approved Budget for the Contract A.B.C. : Ninety One Thousand Five Hundred Twenty Pesos (P184,800.00)  
Source of Fund : Municipal Fund  
Delivery Schedule : 3 calendar days

Prospective bidders should have experience in undertaking a similar project within the last five years with an amount of at least 50% of the proposed project for bidding. Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criteria as specified in the Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the "Government Procurement Reform Act".

Bidding is restricted to Filipino citizens/sole proprietorships, 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.

The schedule of BAC activities are as follows:

BAC Activities	Schedule
1. Issuance of Bidding Documents	25 March 2011
2. Receipt and Opening of Bids	4 April, 10:00AM, LGU Conference Room
3. Bid Evaluation	4 April 2011
4. Post-Qualification Evaluation	6 April 2011

A complete set of Bidding Documents may be purchased by interested Bidders upon payment of a non-refundable fee for the Bidding Documents in the amount of Three Hundred Pesos (P300.00). It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided that Bidders shall pay the nonrefundable fee for the Bidding Documents not later than the submission of their bids.

All bids must be accompanied by a Bid Security in the form of cash, certified check, cashier's check, manager's check, bank draft, or irrevocable letter of credit payable to the Municipality of Saint Bernard equivalent to 2% of the Approved Budget for Contract (ABC) and Surety Bond callable upon demand issued by a surety or insurance company duly certified by the Commission equivalent to 5% of the ABC. Bids in excess of the ABC shall be automatically rejected at Bid Opening.

The Municipality of Saint Bernard 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 hereby incurring any liability to the affected Bidder or Bidders.

Contact details:  
(Sgd.)  
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Approved:

(Sgd.)  
VICTORIA M. LABASTIDA  
BAC Chairperson