

Section 1. Invitation to Apply for Eligibility and to Bid

**Republic of the Philippines
Province of Southern Leyte
MUNICIPALITY OF SAINT BERNARD**

BAC Project Reference No. : BAC-SBSL-LGU-SUPPLY-10-0001
Name of Project : Procurement of Office Supplies
Location of Project : LGU - St. Bernard, So. Leyte

INVITATION TO APPLY FOR ELIGIBILITY AND TO BID

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

Name of Project : Procurement of Office Supplies
Project Description : Procurement of office supplies for LGU operations
A.B.C. : Four Hundred Three Thousand Pesos (Php403,000.00)
Source of Fund : Municipal Fund

Prospective bidder should have experience in undertaking similar project within the last five (5) years, with an amount of a least 50% of the proposed project for bidding. The BAC will use non-discretionary pass/fail criteria in the Eligibility check/Screening as well as the Preliminary Examination of Bids. The BAC will conduct post-qualification of the lowest calculated bid.

All particulars relative to Eligibility Statement and Screening, Bid and Performance Security, Evaluation and Post-Qualification of Bid, Award of Contract shall be governed by pertinent provisions of RA 9184 and its Implementing Rules and Regulations (IRRs).

The schedule of the BAC activities is listed as follows:

BAC Activities	Schedule
1. Issuance of Documents	December 28, 2009
2. Opening of Bids	January 4, 2010 LGU Conference Room, 10:00AM
3. Bid Evaluation	January 4, 2010
4. Post-Qualification	January 5, 2010

Bid documents will be available only to prospective eligible bidders upon payment of a non-refundable amount of Five Hundred Pesos only (Php500.00) to the Saint Bernard Municipal Treasury.

The Municipality of Saint Bernard assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of the bid.

Certified by:

(Sgd.)
Rosalinda A. Araneta
BAC Secretariat

Approved by:

(Sgd.)
Engr. VICTORIA M. LABASTIDA
BAC Chairman