



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
Regional Office I

BIDS AND AWARDS COMMITTEE
INVITATION TO BID

The Department of the Interior and Local Government, Regional Office I (DILG RO I), through its Bids and Awards Committee (BAC), invites prospective service providers to bid for the hereunder contract:

- Bid Number** : PR 2020-09-187
- Name of Project** : Printing of IEC Materials and 2019 Annual Report
- Location** : DILG Regional Office I
- Approved Budget for the Contract (ABC)** : One Million Seven Hundred Ninety Four Thousand Five Hundred Seventy Five Pesos (Php 1,794,575.00)
- Source of Funds** : SR2020-08-1565
- Specifications** : The project has the following specifications:

Item	DESCRIPTION	UNIT	QUANTITY
I	Printing of IEC Materials for COVID-19 and 2019 Annual Report		
	COVID-19 Materials		
	Booklet		
	-RISK COMMUNICATION FOR THE COVID-19 HEALTH SITUATION Specification: No. of pages: 18 pages including cover Size: A4 size (8.27 x 11.69 inches) Color Cover: full color, Inside full color Stock cover: Matt 220, Inside Matt 80 Finish: saddle stitch, spot UV	copies	2446
	-RISK COMMUNICATION PACKAGE FOR COMMUNITIES Specification: No. of pages: 26 pages including cover Size: A4 size (8.27 x 11.69 inches) Color Cover: full color, Inside full color Stock cover: Matt 220, Inside Matt 80 Finish: saddle stitch, spot UV	copies	2446



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Item	DESCRIPTION	UNIT	QUANTITY
	-GABAY SA PAKIKIPAG-USAP TUNGKOL SA COVID-19 Specification: No. of pages: 20 pages including cover Size: A4 size (8.27 x 11.69 inches) Color Cover: full color, Inside full color Stock cover: Matt 220, Inside Matt 80 Finish: saddle stitch, spot UV	copies	2446
	Flipchart	copies	6972
	Poster (1 set)	copies	29403
	-2019 ANNUAL REPORT Specification: No. of pages: 32 pages Size: A4 size (8.27 x 11.69 inches) Cover: C2S 240 LBS with spot lamination Inside pages: Matt 120 lbs, soft bound full color separation	copies	50

The Eligibility Check/Screening as well as Preliminary Examination of Bids shall use non-discretionary "pass/fail" criteria.

Criteria for the eligibility check of prospective bidders, examination and evaluation of bids and post-qualification and all matters relevant to this procurement shall be in accordance with Republic Act 9184 (The Government Procurement Reform Act) and its Revised Implementing Rules and Regulations.

Schedule of bidding activities shall be as follows:

Activity	Requirements	Dates/Place
Posting of Invitation to Bid	To be posted in the PhilGEPS, DILG RO1 website and conspicuous place in the DILG Regional Office for 7 days	September 17-24, 2020
Availability and Issuance of Bid Documents	Payment of non-refundable fee in the amount of P1,200.00 in cash, payable to the Cashier, DILG Regional Office	September 17-October 6, 2020 not later than 9:00 AM
Deadline of Submission of Bids	Bids must be accompanied by a Bid Security in the form of Bid Securing Declaration	October 7, 2020, 9:00 AM at the DILG RO 1
Pre- Bid Conference	All prospective service providers are enjoined to attend the Pre- Bid Conference	September 25, 2020 10:00 AM at the DILG RO 1 Conference Hall, City of San Fernando, La Union
Opening of Bids	Bidders or representatives may attend the activity	October 8, 2020 10:00 AM at the DILG RO 1 Conference Hall, City of San Fernando, La Union

"Matino, Mahusay at Maaasahan"

City of San Fernando, La Union
 Telephone Number (072) 888 2108 • 607 4468 • 888 2289 • 607 4469 • 607 1245
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Complete set of Bid Documents (CD Form) may be obtained at the **BIDS AND AWARDS COMMITTEE c/o BAC SECRETARIAT**, DILG Regional Office I, Aguila Road, City of San Fernando, La Union or prospective bidders may request a copy of the Bid Documents through email.

Eligibility Requirements and Technical Documents, and Financial Documents shall be placed in a separate and marked sealed envelope addressed to **PEDRO D. GONZALES, BAC Chairman c/o BAC Secretariat** located at the DILG Regional Office I, Aguila Road, City of San Fernando, La Union. For inquiries, you may call telephone number (072) 888-2289 / 888-2108 or send email to: dilgr1.bac@gmail.com

The DILG RO I reserves the right to reject any Bids, to annul the bidding process, which may be considered disadvantageous and not beneficial to the DILG Regional Office or waive any defect or informality therein. The DILG Regional Office assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of their bid proposals.



PEDRO D. GONZALES
BAC Chairperson

BAC Secretariat
September 16, 2020