



Republic of the Philippines  
**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT**  
**Regional Office I**  
 Aguila Rd., Sevilla, San Fernando City, La Union  
[www.region1.dilg.gov.ph](http://www.region1.dilg.gov.ph)

## **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 2024-03-085
- Name of Project** : PROCUREMENT OF ONE (1) UNIT MOTOR VEHICLE (PASSENGER VAN) FOR DILG REGION 1
- Location** : DILG R1 Office, Sevilla, City of San Fernando, La Union
- Approved Budget for the Contract (ABC)** : ONE MILLION FOUR HUNDRED THOUSAND PESOS (Php1,400,000.00)
- Delivery Schedule** : Within sixty (60) calendar days upon issuance of the Notice to Proceed (NTP)
- Source of Funds** : SUB-ALLOTMENT No. SR2024-01-0034
- Specifications** : The project has the following specifications:

Item	DESCRIPTION	UNIT	QUANTITY
1	<b>Specifications:</b> Type: <b>PASSENGER VAN</b> Engine Type: 4 Cylinder Turbo Diesel Engine Displacement: Not exceeding 3000 cc Fuel Type: Diesel Fuel Capacity: 65 to 70 Liters Transmission Type: Manual Power Transmission: 5 speed or more Seating Capacity: 11 to 18 pax including driver Tires: 195 Rim 15C Wheels size: 15" Color: Any Color	Unit	1

**“Matino, Mahusay at Maaasahan”**  
 Tel. Nos. (072) 888 2108 • 888 2289 • 888 2294 • 888 3106  
 888 7695 • 607 1245 • 607 1531 • 607 4467 to 70



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The Eligibility Check/Screening as well as the 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.

**The 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	March 20-27, 2024
Availability and Issuance of Bid Documents	Payment of non-refundable fee in the amount of P 1,400.00 in cash, payable to the Cashier, DILG Regional Office	March 20-22, 2024, at 8:00AM-4:00PM; March 25-26, 2024, at 8:00AM-4:00PM; April 1-5, 2024, at 8:00AM-4:00PM; April 8, 2024, at 8:00AM-4:00PM; April 11-12, 2024, at 8:00AM-4:00PM; April 15, 2024, until 12:00NN
Pre-Bid Conference	DILG RO1 will hold Pre-Bid Conference	April 1, 2024, 2:00 PM at DILG R1 Training Hall, City of San Fernando, La Union or Zoom Platform
Deadline of Submission of Bids	Bids must be accompanied by a Bid Security in the form of Bid Securing Declaration or any of the following forms and amount: (a) The amount of not less than Twenty-Eight Thousand pesos (P28,000.00) if bid security is in cash/cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or (b) The amount of not less than Seventy Thousand Pesos (P70,000.00) if bid security is in Surety Bond	Until April 15, 2024, not later than 01:00PM at the DILG R1 Training Hall, City of San Fernando, La Union
Opening of Bids / Bid Evaluation	Bidders or representatives may attend the activity physically or virtually.	April 15, 2024, 01:01PM at the DILG R1 Training Hall, City of San Fernando, La Union or Zoom Platform
Post Qualification	The BAC will conduct Post-Qualification to the Lowest Calculated Bidder (LCB).	April 16, 2024

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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 with tabbing for each document (placed in one folder, properly arranged according to the checklist), and Financial Documents with tabbing for each document (placed in one folder) 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** 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  
March 19, 2024