



Republic of the Philippines
Province of Romblon
MUNICIPALITY OF SANTA FE
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THE BIDS AND AWARDS COMMITTEE

**INVITATION TO BID FOR THE
PROCUREMENT OF TOOLS, SUPPLIES AND MATERIALS FOR DISASTER
OPERATIONS CENTER AND EMERGENCY RESPONSE OPERATIONS (LOT 1-3)**

1. The **Municipal Government of Santa Fe, Romblon**, through the **LDRRM 2021**,¹ intends to apply the sum of **One Hundred Seventy Four Thousand Nine Hundred Forty Four Pesos (Php174,944.00)** being the **Approved Budget for the Contract (ABC)** to payments under the contract for **"Procurement of Tools, Supplies and Materials for Disaster Operations Center and Emergency Response Operations (Lot 1-3) (ITB No. 2021-099)"**. Bids received in excess of the ABC shall be automatically rejected at bid opening. **Bidders may participate for any one or all lots.**

LOT NO.	NAME OF PROJECT	ABC
Lot 1	Procurement of Cutting, Extricating and Carpentry Tools	P 74,984.00
Lot 2	Procurement of Rescue Tools and Supplies	P 74,990.00
Lot 3	Procurement of DOC Supplies & Materials	P 24,970.00

2. The **Municipal Government of Santa Fe, Romblon** now invites bids for the above Procurement Project. Delivery of Goods is required **thirty (30) working days after the receipt of the Notice to Proceed of the Winning Bidder**. Bidders should have completed, within the last three (3) years from the date of submission and receipt of bids, a contract 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 open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184.

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or 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.

4. Prospective Bidders may obtain further information from **Municipal Government of Santa Fe** and inspect the Bidding Documents at the address given below during **8:00 am to 5:00 pm**.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **December 1, 2021 to December 20, 2021** from the given address and website below and upon payment of

¹ In the case of National Government Agencies, the General Appropriations Act and/or continuing appropriations; in the case of GOCCs, GFIs, and SUCs, the Corporate Budget for the contract approved by the governing Boards; in the case of (LGUs, the Budget for the contract approved by the respective Sanggunian. (Section 5(a), R.A. 9184)

applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Five Hundred Pesos (P500.00)**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees to be presented in person.

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 applicable fee for the Bidding Documents not later than the submission of their bids.

6. Bids must be duly received by the BAC Secretariat through either (i) manual submission at the office address indicated below, (ii) online or electronic submission as indicated below, or (iii) both on or before **December 20, 2021 at 1:30 P.M.** Late bids shall not be accepted.
7. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause 14**.
8. Bid opening shall be on **December 20, 2021 at 1:30 P.M.** at the given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
9. The Municipal Government of Santa Fe, Romblon 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 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
10. For further information, please refer to:

ENGR. DERRICK E. MAYOR
MPDC/LGU-BAC Chairperson
Municipality of Santa Fe
Province of Romblon
Telephone No. **0956-208-9064**
Email Address: **stafempdc@gmail.com**

11. You may visit the website listed below:

For downloading of Bidding Documents: **<http://www.staferomblon.gov.ph>**



DERRICK E. MAYOR
LGU-BAC Chairperson

Bid Form for the Procurement of Goods*[shall be submitted with the Bid]***BID FORM**

Date : _____

Project Identification No. :

ITB No. 2021-099

To: The BAC Chairperson
Municipal Government of Santa Fe
Poblacion, Santa Fe, Romblon

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin Numbers _____, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to *procurement of tools, supplies and materials for disaster operations center and emergency (lot 1-3)* in conformity with the said Bidding Documents.

Lot 1 – Procurement of Cutting, Extricating and Carpentry Tools

Item	Item/Description	Unit Price	Total Amount
1	AX (PALAKOL) ➤ w/ 12-15" wooden handle firmly fixed to the ax		
2	BOLO (ITAK) ➤ 15" long with firmly wooden handle		
3	CLAW BAR (BARITA) ➤ 5 feet straight bar (solid steel)		
4	42- PIECE SCREWDRIVER SET ➤ Material: Chrome Vanadium Steel ➤ Head Styles: FLAT, PHILIPPS, POZIDRIV, HEX, TORX ➤ Item Dimension: LxWxH: 11.8 X 2.4 X 9.1 inches ➤ 42-piece magnetic set of screwdrivers ➤ With flexible socket extension bar magnetic bit holder for screwdriver bits		
5	CAMPING KNIVES ➤ At least 6" long with fiberized/rubberized handle ➤ Inclusion of rubber holster/case		
6	HEAVY DUTY MULTI FUNCTIONAL SCISSORS ➤ 22.8 cm long stainless scissors with plastic covered handle		
7	HEAVY DUTY TIN SCISSORS/TIN SNIP		

Item	Item/Description	Unit Price	Total Amount
8	CHAINSAW SHARPENER ➤ Electric grinder, sharpening, polishing ➤ 5-piece chainsaw sharpening kit (with picture attached herewith)		
9	CUTTING TOOLS SHARPENER ➤ 1 unit hand grinding tool (rotary) ➤ 5 inches fine grinding wheel piece		
10	PLATFORM HAND TROLLEY PUSH CART ➤ Deck Material: Plastic ➤ Castor Material: Elastic Rubber Wheel + nylon bracket ➤ Load Capacity: 300kg Deck size: 900 x 600 cm ➤ Deck Height: 215mm Wheel Diameter: 5"(125mm)		

Total Price in Figures: P _____

Total Price in Words: _____

If our Bid is accepted, we undertake:

- a. to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements of the Philippine Bidding Documents (PBDs);
- b. to provide a performance security in the form, amounts, and within the times prescribed in the PBDs;
- c. to abide by the Bid Validity Period specified in the PBDs and it shall remain binding upon us at any time before the expiration of that period.

[Insert this paragraph if Foreign-Assisted Project with the Development Partner:

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address Amount and Purpose of
of agent Currency Commission or gratuity

(if none, state "None")

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements pursuant to the PBDs.

We acknowledge that failure to sign each and every page of this Bid Form, including the attached Schedule of Prices, shall be a ground for the rejection of our bid.

Name: _____

Legal capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____

Date: _____

Bid Form for the Procurement of Goods*[shall be submitted with the Bid]***BID FORM**

Project Identification No. :

Date : _____

ITB No. 2021-099

To: The BAC Chairperson
Municipal Government of Santa Fe
Poblacion, Santa Fe, Romblon

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin Numbers _____, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to *procurement of tools, supplies and materials for disaster operations center and emergency response operations (lot 1-3)* in conformity with the said Bidding Documents.

Lot 2- Procurement of Rescue Tools and Supplies

Item	Item/Description	Unit Price	Total Amount
1	THROW BOUY FLOTATION DEVICE ➤ Color: Yellow with Reflectorized Lining ➤ Hotdog Shape made of Hard Solid Plastic		
2	THROW ROPE BAG ➤ 31M Reflectorized Floatation Rope ➤ Color: Yellow & Orange Combi		
3	CADAVER BAG		
4	EMERGENCY SEARCH LIGHT ➤ Handy, Rechargeable & Water Proof		
5	CAUTION TAPE		

Total Price in Figures: P _____

Total Price in Words: _____

If our Bid is accepted, we undertake:

- a. to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements of the Philippine Bidding Documents (PBDs);
- b. to provide a performance security in the form, amounts, and within the times prescribed in the PBDs;

- c. to abide by the Bid Validity Period specified in the PBDs and it shall remain binding upon us at any time before the expiration of that period.

[Insert this paragraph if Foreign-Assisted Project with the Development Partner:

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address of agent
Amount and Purpose of Commission or gratuity

(if none, state "None")

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements pursuant to the PBDs.

We acknowledge that failure to sign each and every page of this Bid Form, including the attached Schedule of Prices, shall be a ground for the rejection of our bid.

Name: _____

Legal capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____

Date: _____

Bid Form for the Procurement of Goods*[shall be submitted with the Bid]***BID FORM**

Date : _____

Project Identification No. :

ITB No. 2021-099

To: The BAC Chairperson
Municipal Government of Santa Fe
Poblacion, Santa Fe, Romblon

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin Numbers _____, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to *procurement of tools, supplies and materials for disaster operations center and emergency response operations (lot 1-3)* in conformity with the said Bidding Documents.

Lot 3- Procurement of DOC Supplies & Materials

Item	Item/Description	Unit Price	Total Amount
1	70% SOLUTION ETHYL ALCOHOL		
2	A4 BOND PAPER (Substance 20)		
3	FLOOR TORNADO MOP		
4	WOODEN INDEX CARD BOX (5" X 8")		
5	WATER ABSORBENT DOOR MATS		
6	BROOMS		
7	DUST PAN		
8	STAPLER (HD-50R) with STAPLE WIRE REMOVER		
9	TRASH BIN (PLASTIC) – For indoor / office use		
10	TABLE & FURNITURE RAGS		

Total Price in Figures: P _____

Total Price in Words: _____

If our Bid is accepted, we undertake:

- a. to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements of the Philippine Bidding Documents (PBDs);
- b. to provide a performance security in the form, amounts, and within the times prescribed in the PBDs;

- c. to abide by the Bid Validity Period specified in the PBDs and it shall remain binding upon us at any time before the expiration of that period.

[Insert this paragraph if Foreign-Assisted Project with the Development Partner:

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address of agent
Amount and Purpose of Currency Commission or gratuity

(if none, state "None")

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements pursuant to the PBDs.

We acknowledge that failure to sign each and every page of this Bid Form, including the attached Schedule of Prices, shall be a ground for the rejection of our bid.

Name: _____

Legal capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____

Date: _____

Price Schedule for Goods Offered from Within the Philippines
[shall be submitted with the Bid if bidder is offering goods from within the Philippines]

For Goods Offered from Within the Philippines

Name of Bidder _____ Project ID No. ITB No. 2021-099 Page ___ of ___

Lot 1 – Procurement of Cutting, Extricating and Carpentry Tools

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of Origin	Quantity	Unit Price EXW per Item	Transportation and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
1	AX (PALAKOL) ➤ w/ 12-15" wooden handle firmly fixed to the ax		15pcs.						
2	BOLO (ITAK) ➤ 15" long with firmly wooden handle		15pcs.						
3	CLAW BAR (BARITA) ➤ 5 feet straight bar (solid steel)		15pcs.						
4	42-PIECE SCREWDRIVER SET ➤ Material: Chrome Vanadium Steel ➤ Head Styles: FLAT, PHILIPPS, POZIDRIV, HEX, TORX ➤ Item Dimension: LxWxH: 11.8 X 2.4 X 9.1 inches ➤ 42-piece magnetic set of screwdrivers ➤ With flexible socket extension bar magnetic bit holder for screwdriver bits		2 pcs.						

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of Origin	Quantity	Unit Price EXW per Item	Transportation and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
6	HEAVY DUTY MULTI FUNCTIONAL SCISSORS ➤ 22.8 cm long stainless scissors with plastic covered handle		15pcs.						
7	HEAVY DUTY TIN SCISSORS/TIN SNIP		6pcs.						
8	CHAINSAW SHARPENER ➤ Electric grinder, sharpening, polishing ➤ 5-piece chainsaw sharpening kit (with picture attached herewith)		6pcs						
9	CUTTING TOOLS SHARPENER ➤ 1 unit hand grinding tool (rotary) ➤ 5 inches fine grinding wheel piece		2pcs						
10	PLATFORM HAND TROLLEY PUSH CART ➤ Deck Material: Plastic ➤ Castor Material: Elastic Rubber Wheel + nylon bracket ➤ Load Capacity: 300kg Deck size: 900 x 600 cm ➤ Deck Height: 215mm Wheel Diameter: 5"(125mm)		2pcs.						

Total Amount in Figures: **P** _____

Total Amount in Words: _____

Name: _____

Legal Capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____

Price Schedule for Goods Offered from Within the Philippines
[shall be submitted with the Bid if bidder is offering goods from within the Philippines]

For Goods Offered from Within the Philippines

Name of Bidder _____ Project ID No. ITB No. 2021-99 Page ___ of ___

Lot 2- Procurement of Rescue Tools and Supplies

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of Origin	Quantity	Unit Price EXW per Item	Transportation and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
1	THROW BOUY FLOTATION DEVICE ➤ Color. Yellow with ReflectORIZED Lining ➤ Hotdog Shape made of Hard Solid Plastic		6 pcs						
2	THROW ROPE BAG ➤ 31M ReflectORIZED Floatation Rope ➤ Color. Yellow & Orange Combi		6 pcs.						
3	CADAVER BAG		15 pcs.						
4	EMERGENCY SEARCH LIGHT ➤ Handy, Rechargeable & Water Proof		10 pcs						
5	CAUTION TAPE		5 pcs.						

Total Amount in Figures: P _____

Total Amount in Words: _____

Name: _____

Legal Capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____

Price Schedule for Goods Offered from Within the Philippines
[shall be submitted with the Bid if bidder is offering goods from within the Philippines]

For Goods Offered from Within the Philippines

Name of Bidder _____ Project ID No. ITB No. 2021-099 Page ___ of ___

Lot 3-- Procurement of DOC Supplies & Materials

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of Origin	Quantity	Unit Price EXW per Item	Transportation and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
1	70% SOLUTION ETHYL ALCOHOL		2 pieces						
2	A4 BOND PAPER (Substance 20)		20reams						
3	FLOOR TORNADO MOP		2 set						
4	WOODEN INDEX CARD BOX (5" X 8")		11box						
5	WATER ABSORBENT DOOR MATS		12 pieces						
6	BROOMS		5 pieces						
7	DUST PAN		3 pieces						
8	STAPLER (HD-50R) with STAPLE WIRE REMOVER		3 pieces						
9	TRASH BIN (PLASTIC) - For indoor / office use		6 pieces						
10	TABLE & FURNITURE RAGS		12 pieces						

Total Amount in Figures: **P** _____

Total Amount in Words: _____

Name: _____

Legal Capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____