



Republic of the Philippines  
Province of Davao Oriental  
**MUNICIPALITY OF CATEEL**  
**BIDS AND AWARDS COMMITTEE**

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## INVITATION TO BID FOR PROCUREMENT OF OFFICE SUPPLIES

1. The *Municipality of Cateel*, through the *General Fund 2025* intends to apply the sum of *Seven Hundred Eighty One Thousand One Hundred Seventy Pesos & 80/100 Only (P 781, 170.80)* being the ABC to payments under the contract for *Procurement of Office Supplies for General Offices use with project identification number G-2025-018*. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *Municipality of Cateel* now invites bids for the above Procurement Project. Delivery of the Goods is required by *Seven (7) days*. Bidders should have completed, within *Two (2) 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) No. 9184.
4. Prospective Bidders may obtain further information from *Municipality of Cateel* 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 *February 09, 2025 to on or before March 05, 2025* from the given address below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, *in the amount of One Thousand Pesos Only (P 1, 000.00)*. The Procuring Entity shall allow the bidder to present its proof of payment for the fees which will be presented in person.
6. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, on or before *March 05, 2025, 12:00 noon*. 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 **March 05 2025, 2:00 pm** at the given address below . Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

9. The **Municipality of Cateel** 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 Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

1. For further information, please refer to:

**ANTHONY R. FERNANDEZ**

*BAC Chairman*

*2/F Municipal Building, Fr. Pastill St. Poblacion, Cateel, Davao Oriental*

[bac.cateel@gmail.com](mailto:bac.cateel@gmail.com)

  
**ANTHONY R. FERNANDEZ**  
BAC Chairman