



Republic of the Philippines  
Department of Health  
Metro Manila Center for Health Development  
**VALENZUELA MEDICAL CENTER**



**INVITATION TO BID**  
**SUPPLY AND DELIVERY OF VARIOUS OFFICE SUPPLIES FOR 2<sup>ND</sup> SEMESTER OF CY 2024**  
**PUBLIC BIDDING NO. VMC – 2024 - 033**

1. The Valenzuela Medical Center (VMC), through the General Appropriations Act/Income CY 2024, intends to apply the sum of Philippine Currency: Nine Hundred Twenty-One Thousand Six Hundred Ninety-Two Pesos and 80/100 Only (P 921,692.80) being the Approved Budget for the Contract (ABC) to payments for the **SUPPLY AND DELIVERY OF VARIOUS OFFICE SUPPLIES FOR 2<sup>ND</sup> SEMESTER OF CY 2024**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The Valenzuela Medical Center (VMC) now invites bids for the above Procurement Project. Delivery of the Goods is required within the period specified under Sec. VI. Bidders should have completed, within 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) No. 9184.
  - a. 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 No. 5183.
4. Prospective Bidders may obtain further information starting June 10, 2024 and inspect the Bidding Documents at the address given below during 9:00am-11:00am and 2:00pm-4:00pm.
5. A complete set of Bidding Documents may be acquired by interested Bidders on June 10, 2024, 10:00am from the given address and upon payment of a non-refundable fee in the amount as follows:

ABC to be Bid	Maximum Cost of Bidding Documents (in Philippine Peso)
500,000 and below	500.00
More than 500,000 up to 1 Million	1,000.00

The Procuring Entity shall allow the bidder to present its proof of payment for the fees either *in person, by facsimile, or through electronic means.*  
[NOTE: For lot procurement, the maximum fee for the Bidding Documents for each lot shall be based on its ABC, in accordance with the Guidelines issued by the GPPB; provided that the total fees for the Bidding Documents of all lots shall not exceed the maximum fee prescribed in the Guidelines for the sum of the ABC of all lots.]

6. The Valenzuela Medical Center will hold a Pre-Bid Conference<sup>1</sup> on June 18, 2024, 10:00 am at BAC Office, Admin. Bldg., Valenzuela Medical Center, Padrigal St., Karuhatan, Valenzuela City, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before July 2, 2024, 10:00am. Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 14.
9. Bid opening shall be on July 2, 2024, 10:00am at the given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. *Prospective bidders shall provide use of a back-up data or cloud storage for large files uploaded for online bid submissions*
11. The Valenzuela Medical Center 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.
12. For further information, please refer to:

BAC Secretariats' Office  
Valenzuela Medical Center, Annex Building, 2<sup>nd</sup> Floor,  
Padrigal St., Valenzuela City  
Telefax No. 294-4625  
Email: [vmc\\_bac@yahoo.com](mailto:vmc_bac@yahoo.com)

**MS. SHIRLENE V. VIANZON**  
Chairperson, Bids and Awards Committee

**"PHIC Accredited Healthcare Provider"**  
**"Valenzuela Medical Center...Where your health matters most"**

• Padrigal St., Karuhatan, Valenzuela City 1441 • Trunk Line: 294-67-11 loc. 134; • Fax: 291-42-59

• URL: <http://vmc.doh.gov.ph> • Email: [valgen\\_hosp@yahoo.com](mailto:valgen_hosp@yahoo.com)