



REPUBLIC OF THE PHILIPPINES
City of Iligan

BIDS AND AWARDS COMMITTEE

Website : www.iligan.gov.ph Email : bac@iligan.gov.ph Telefax : 063 2253034

INVITATION TO BID

The Iligan City Government Bids and Awards Committee (BAC), through **General Fund**, intend to apply the sum of **P 3,000,000.00** being the Approved Budget for the Contract (ABC) to payments under the Contract for **CONSULTANCY SERVICES** with Project No. **CB(B)-23-113CS (LGU)**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

The Iligan City Government Bids and Awards Committee now invites for the supply and delivery of items below-stated:

PARTICULARS	APPROVED BUDGET FOR THE CONTRACT (ABC)	REQUIRED BID SECURITY
Procurement of Consultancy Services a. Business Process Re-Engineering b. Workload Analysis c. Competency Modelling (with Competency-Based Job Description)	P 3,000,000.00	2% of the ABC if Cash, Manager's Check; Bank Draft/Guarantee, Irrevocable letter of credit confirmed or authenticated by a Universal or Commercial Bank; and 5% of the ABC if Surety Bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security

Delivery period is within Ten (10) calendar days from receipt of Notice to Proceed. 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. Instruction to Bidders.

Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the "Government Procurement Reform Act".

Bidding is open only to those who have a Business Permit issued here in Iligan City.

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 and subject to Commonwealth Act 138.

Interested bidders may obtain further information from Iligan City government and inspect the Bidding Documents during office hours from 8:00 a.m. – 12:00 p.m. and 1:00 p.m. – 5:00 p.m. at the Office of the Bids and Awards Committee, 2nd Floor City Hall Main Bldg., Buhanginan Hills, Pala-o, Iligan City.

The complete schedule of activities is listed, as follows:

Activities	Schedule
1. Pre-Procurement	March 28, 2023 – 9:00 a.m at Casimero P. Cabigon Hall, 2 nd Floor City Hall Main Bldg., Buhanginan Hills, Palao, Iligan City
2. Issuance of Bid Documents	April 18 – May 9, 2023 8:00 a.m at Casimero P. Cabigon Hall, 2 nd Floor City Hall Main Bldg., Buhanginan Hills, Palao, Iligan City
3. Pre-Bid Conference	April 25, 2023 – 9:00 a.m. at Casimero P. Cabigon Hall, 2 nd Floor City Hall Main Bldg., Buhanginan Hills, Palao, Iligan City
4. Submission of Bids	May 9, 2023 – 9:00 a.m. at Casimero P. Cabigon Hall, 2 nd Floor City Hall Main Bldg., Buhanginan Hills, Pala-o, Iligan City
5. Opening of Bids	May 9, 2023 – 9:00 a.m at Casimero P. Cabigon Hall, 2 nd Floor City Hall Main Bldg., Buhanginan Hills, Pala-o, Iligan City

A complete set of Bidding Documents will be available to prospective bidders upon payment of a non-refundable amount of Five Thousand Pesos (P 5,000.00) to the Iligan City Government Cashier, at the **BAC Office, 2nd Floor, City Hall Main Building, Buhanginan Hills, Pala-o, Iligan City**.

The Iligan City Government reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

Furthermore, the City Government of Iligan assumes no responsibility whatsoever to compensate or indemnify bidders for any expense or loss incurred in the preparation and submission of the eligibility statements and bids.

Approved by:


DARWIN J. MANUBAG, Ph.D.
BAC Chairman

Date of Advertisement/Posting April 18, 2023

Place of Posting/Advertisement: City Hall/IBJT Bulletin Boards, Iligan Official Website, Phil-GEPS

ITB No. **23-113CS (Consulting Services)**