



Republic of the Philippines  
CITY GOVERNMENT OF MUNTINLUPA  
Bids and Awards Committee

## INVITATION TO BID FOR THE RENOVATION OF ASSESSOR'S OFFICE: STAFF AREA, LOUNGE, DEPARTMENT HEAD OFFICE & TAX MAPPING AT MUNTINLUPA CITY HALL BRGY. PUTATAN


1. The City Government of Muntinlupa, through the duly approved **2025 Executive Budget** intends to apply the sum of **Four Million Six Hundred Ninety Eight Thousand Four Hundred Eighty Nine Pesos & 47/100 (P4,698,489.47)** being the Approved Budget for the Contract (ABC) to payments under the contract for **Renovation of Assessor's Office: Staff Area, Lounge, Department Head Office & Tax Mapping at Muntinlupa City Hall Brgy. Putatan**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The City Government of Muntinlupa now invites bids for the above Procurement Project. Completion of the Works is required within **Seventy Five (75) calendar days from receipt of the Notice to Proceed**. Bidders should have completed 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 non-discretionary "pass/fail" criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
4. Interested bidders may obtain further information from BAC Secretariat and inspect the Bidding Documents at the address given below from **7:00 o'clock am to 4:00 o'clock pm**.
5. A complete set of Bidding Documents may be acquired by interested bidders on **July 10, 2025** from given address and website/s 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 **Five Thousand Pesos (P5,000.00)**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person, by facsimile or through electronic means.
6. The City Government of Muntinlupa will hold a Pre-Bid Conference on **July 17, 2025 8:30 a.m.** at the 2/F Lobby City Hall Main Building, National Road, Putatan, Muntinlupa 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 as indicated below on or before **July 29, 2025 8:00 a.m.** Late bids shall not be accepted.



Republic of the Philippines  
**CITY GOVERNMENT OF MUNTINLUPA**  
**Bids and Awards Committee**

8. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 16.
9. Bid opening shall be on **July 29, 2025**, 9:00 a.m. at the 2/F Lobby City Hall Main Building, National Road, Putatan, Muntinlupa City. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The City Government of Muntinlupa 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 Implementing Rules and Regulations (IRR) of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

**Jonnah O. Hidalgo**  
Head, BAC Secretariat  
City Government of Muntinlupa  
bacmuntinlupa@gmail.com  
Tel. no.: (02)861-11127  
Facsimile no. :(02) 861-1127

  
**ENGR. ALLANA A. CACHUELA**  
Chairperson  
BAC – City Government of Muntinlupa