



Republic of the Philippines
Province of Bataan
Municipality of Dinalupihan
BIDS AND AWARDS COMMITTEE

**INVITATION TO BID FOR THE
LEASE, MANAGEMENT AND OPERATION OF PORTION OF COMMON
TERMINAL AREA
FOR THE "Tuesday Market, Vegetable Wholesale/Bagsakan Area, 2022
Christmas Night Bazaar and 2023 Summer Bazaar"**

The LGU Dinalupihan, Bataan intends to bid out the Lease and Operation of Portion of Common Terminal Area for the **"Tuesday Market, Vegetable Wholesale/Bagsakan Area, 2022 Christmas Night Bazaar and 2023 Summer Bazaar"** starting August 23, 2022 to July 30, 2023 with minimum bid as follows:

Cash	P500,000.00
Additional quantifiable bids in Kind and/or Services	open

The LGU Dinalupihan, Bataan now invites bids for the Lease and Operation of the **"Tuesday Market, Vegetable Wholesale/Bagsakan Area, 2022 Christmas Night Bazaar and 2023 Summer Bazaar"** with the following details:

1. A bidder may be an individual or two or more individuals who may jointly submit bid proposals. Two or more individuals who jointly submit bid proposals shall also present a duly sworn agreement to be partners in operating the **"Tuesday Market, Vegetable Wholesale/Bagsakan Area, 2022 Christmas Night Bazaar and 2023 Summer Bazaar"**
2. The eligible Bidder must have the following qualifications and readily in possession of:
 - a. minimum of five (5) years' experience in managing and operating a Tuesday Market and Night Bazaar for a Local Government Unit (LGU). A certification from the Local Chief Executive or the Bids and Awards Committee Chairman of the LGU where the bidder managed and operated a Tuesday Market and Night Bazaar shall be submitted on or before **August 17, 2022** as part of the documentary proof on this condition, subject to verification by the LGU Dinalupihan BAC Secretariat from the issuing LGU; and
 - b. Readily available of not less than **85 units** of custom made, sturdy uniform tents with galvanized steel pipe skeleton, uniform white color canvas or thick pvc materials measuring not less than 2m x 5m, **ready for inspection** on or before the conduct of the bidding process on **August 18, 2022**.

3. Interested bidders may obtain further information from the LGU-Dinalupihan, Bataan at the address given below from August 15-17, 2022, from 8:00 am to 5:00 pm.
4. A complete set of bidding requirements may be secured by interested bidders from the BAC Secretariat, LGU Dinalupihan, upon payment to the Office of the Municipal Treasurer of a non-refundable fee of Five Thousand Pesos (P5,000.00).
5. Interested bidders shall deposit the following amounts in cash or in Manager's Check/s not later than 2:50 pm of August 17, 2022 to signify interest to organize the LGU Dinalupihan **"Tuesday Market, Vegetable Wholesale/Bagsakan Area, 2022 Christmas Night Bazaar and 2023 Summer Bazaar"**

a. Minimum Bid Amount	-----	₱500,000.00
b. Cash Deposit	-----	400,000.00
c. Salary - 2 Utility Staff	-----	200,000.00
d. Special Business Permit	-----	100,000.00

The above amount shall be refunded to the bidder/s who: a. will not pursue with the submission of bid; b. disqualified during the bidding process; and c. lose in the bidding.

6. The LGU-Dinalupihan, Bataan will hold a Pre-Bid Conference on August 17, 2022, 3:00 P.M., at the LGU Executive Hall for all interested parties who have paid the fees mentioned in numbers 4 and 5, above, after which, no further questions shall be entertained.
7. The Bidding proper will be conducted on August 18, 2022 at the LGU Executive Hall starting at exactly 10:00 a.m. in the presence of bidders or their respective representative/s who are duly authorized in writing by the bidder/s to attend the opening of bids, under the following conditions and procedures:
 - a. The Executive Hall will be closed at exactly 10:00 a.m. for the bidding process;
 - b. Submit the original or photocopy/copies of the Official Receipts for the amount of Minimum Bid, Cash Deposit, special permit and salary of utility staff in the total amount of ONE MILLION TWO HUNDRED THOUSAND PESOS ONLY (₱1,200,000.00) mentioned in Number 5, above;
 - c. Submit the duly accomplished letter form **(Annex A)** for the additional bid amount (over and above the amount of minimum bid) in Cash or Manager's Check placed in a sealed envelope marked BID ENVELOPE A.
 - d. Submit the duly accomplished letter for **(Annex B)** containing **additional quantifiable bids in Kind and/or Services, the delivery of which shall be included as part and parcel of the**

evaluation process by the BAC taking into consideration the timeliness of its delivery that is more beneficial to the LGU, the last deliverable date should not be later than March 15, 2023;

- e. After all of the above activities are completed, and upon order of the BAC Chairman, the BAC Secretariat shall open each and every envelopes of each bidders and the contents are examined and the figures are individually tabulated and flashed on the screen using the same format of Annex A and Annex B;
 - f. Once tabulated and tallied, the bidding process ends and the BAC Members together with the BAC Secretariat shall evaluate all the bid proposals and decide on the acceptability of all the additional bids;
 - g. The BAC Members shall determine the winning bidder and shall submit to the Local Chief Executive the corresponding recommendations on August 18, 2022.
8. The LGU-Dinalupihan, Bataan reserves the right to:
- a. accept or reject any bid, to annul the bidding process, to reject any or all bids at any time or prior to awarding of the contract award;
 - b. terminate the awarded contract subject to seven (7) calendar days' notice for failure to strictly follow the conditions set forth in the operation of the **"Tuesday Market, Vegetable Wholesale/Bagsakan Area, 2022 Christmas Night Bazaar and 2023 Summer Bazaar"** without thereby incurring any liability to the affected bidder or bidders; and
 - c. temporarily terminate the awarded contract depending on the health protocols to be promulgated by the IATF.
9. The BAC Secretariat will inform thru fastest means the winner of the bidding at any time on or before August 19, 2022.

Amelita E. Peñaflor – Mun. Budget Officer – BAC Chairman Landline: (047) 2409040
Local no.: 207
Cecilia S. Calixta – Mun. Treasurer – BAC Secretariat



Republic of the Philippines
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BIDS AND AWARDS COMMITTEE

**CONDITIONS FOR THE OPERATION BY THE ORGANIZER (WINNING BIDDER)
OF THE “Tuesday Market, Vegetable Wholesale/Bagsakan Area, 2022 Christmas
Night Bazaar and 2023 Summer Bazaar”**

- a) Special operating hours for Tuesday Market starts at 6:00 a.m. and ends at 12 p.m. of the same day, on all Tuesdays starting on August 23, 2022 to July 30, 2023 **except on December 13 and 20, 2022;**
- b) The “Christmas Night Bazaar” starts on October 17, 2022 and ends on January 10, 2023 with operating hours from 6:00 PM to 12:00 AM daily;
- c) The “Summer Night Bazaar” starts on April 1, 2023 and ends on June 30, 2023 with operating hours from 6:00 PM to 12:00 AM daily;
- d) The areas for the **“Tuesday Market, Vegetable Wholesale/Bagsakan Area, 2022 Christmas Night Bazaar and 2023 Summer Bazaar”** are identified on the attached Common Terminal Map which shall include a Food Court, the stall renters of which shall be jointly identified by the Organizer and by the LGU Dinalupihan in coordination with DTI-Negosyo Center;
- e) Ceiling Lease Rate by the Winning Bidder/Organizer to Lessees of Stalls that are identified on the attached Common Terminal Map shall not exceed the amount of **P25,000.00** per 10 sq. m. stall for the entire **“Tuesday Market, Vegetable Wholesale/Bagsakan Area, 2022 Christmas Night Bazaar and 2023 Summer Bazaar”**. This ceiling lease rate shall include any and all charges and incidental expenses related to the operation of the **“Tuesday Market, Vegetable Wholesale/Bagsakan Area, 2022 Christmas Night Bazaar and 2023 Summer Bazaar”** by the Winning Bidder/Organizer. The Winning Bidder/Organizer shall ensure that the stall lessees shall not sub-lease any stall/s leased;
- f) The Winning Bidder/Organizer may charge the additional amount of not exceeding P300.00 per 10 sq.m. stall per Tuesday during Night Bazaar days’ contract period to stall users who are not regular vendors/stallholder renters in the Night Bazaar. This ceiling lease rate shall include any and all charges and incidental expenses related to this operation;
- g) At least 30% of the stalls shall be allocated to traders who are residents of Dinalupihan, Bataan. Residency shall be proven by three documents namely: Voter’s ID, Certificate of Residency from Barangay and Business Permit.
- h) The Winning Bidder/Organizer shall issue its Identification Card to each Lessees and sales-clerks of leased stalls at no additional cost to the Lessees

to enable the LGU Dinalupihan PNP Officers, Marshalls and Business Inspectorate Team members to identify them accordingly;

- i) Unless authorized by the LGU Dinalupihan and issued with Special Business Permit by the Municipal Treasurer, the Winning Bidder/Organizer shall, as much as possible, not allow any trader/vendor to sell in any area outside of the identified portions marked on the attached Common Terminal Map and if there are any, to report the same to LGU-BPLO for appropriate action.
- j) The Winning Bidder/Organizer shall ensure that there is **no gambling, selling of raw fish and meats, selling of illegal goods, alcohol beverages, cigars/cigarettes/ vapes and to promote observance by the vendors/clients of the no smoking/no littering policies** in the ***“Tuesday Market, Vegetable Wholesale/Bagsakan Area, 2022 Christmas Night Bazaar and 2023 Summer Bazaar”*** area.
- k) To ensure that the entire area of the Common Terminal is free from litters/garbage, it shall be the responsibility of the Winning Bidder/Organizer to deploy waste pickers/utilities during the Tuesday Market/Night Bazaar operations. Wastes/garbage collected by the Organizer’s hired waste pickers/utilities shall be **properly segregated** and placed in empty sacks and shall be ready for pick up by the LGU Dinalupihan Garbage Dump Truck. **LGU DINALUPIHAN shall IMPOSE the policy of NO SEGREGATION, NO COLLECTION policy;**
- l) The Winning Bidder/Organizer shall be responsible for the payment of the cost of electric and water consumption of the entire Common Terminal Area for the period covered by the Contract;
- m) The Winning Bidder/Organizer shall maintain standard walkways, entrance & exit points in between stalls of the ***“Tuesday Market, Vegetable Wholesale/Bagsakan Area, 2022 Christmas Night Bazaar and 2023 Summer Bazaar”*** area.
- n) The Winning Bidder/Organizer shall assist in the traffic and security of the area, provide for additional/alternative parking areas for delivery trucks, maintenance of the public toilets and in the cleanliness and waste management by ensuring that each stall is provided with proper garbage bins. The public toilets located in the Common Terminal Area shall be provided for use by the public free of charge.
- o) The Winning Bidder/Organizer shall ensure that stall lessees shall not bring or store in the Common Terminal Area any toxic, flammable or combustible goods, explosives and other articles that may expose the area to fire and other hazards.
- p) All Health Protocols issued by the National, Provincial and Municipal IATF shall be strictly enforced and followed by the Organizer/Winning Bidder;
- q) The Winning Bidder/Organizer shall secure a ‘Business Establishment Insurance’ that will provide cover for liability to third parties who may suffer injury or property damage within the covered areas for the entire duration of the ***“Tuesday Market, Vegetable Wholesale/Bagsakan Area, 2022 Christmas***

Night Bazaar and 2023 Summer Bazaar” policy cover of which shall be submitted to the BAC Secretariat not later than 12:00 pm of August 31, 2022;

- r) The Winning Bidder/Organizer shall ensure that custom made, sturdy uniform tents with galvanized steel pipe skeleton, uniform white color canvas or thick pvc materials measuring not less than 2m x 5m are installed and used by its authorized Lessees in the ***“Tuesday Market, Vegetable Wholesale/Bagsakan Area, 2022 Christmas Night Bazaar and 2023 Summer Bazaar”*** starting August 23, 2022.

It is understood that if these uniform tents are not available by that date, the contract is automatically cancelled. Thereafter, the LGU Bids and Awards Committee shall immediately conduct negotiation with another organizer who can fulfill within three (3) calendar days all of the conditions set herein;

- s) The additional quantifiable bids in Kind/s and/or Service/s is/are delivered on time, the last deliverable date of not later than March 15, 2023 is strictly followed;
- t) The Winning Bidder/Organizer shall collapse and/or remove from the Common Terminal Area all tents, tables and other materials not later **August 22, 2023**.
- u) The LGU Inspectorate Team shall inspect the Common Terminal Area on August 16, 2023 and list down any and all remaining tents and to submit corresponding report to the BAC Secretariat.
- v) The BAC Secretariat shall issue its Order of Payment/Deduction to the Accounting Department in the amount of ₱1,000.00 penalty per tent/table left in the area, per day, starting on August 23, 2022. The Accounting Department shall deduct the total amount from the Cash Deposit of the Winning Bidder/Organizer until such time that these are collapsed and removed from the Common Terminal area;
- w) The contract may be terminated anytime by the LGU Dinalupihan for reasons of health, safety of the general public and in case of use of the facility by the LGU, subject to refund to the winning bidder/organizer of pro-rated fee to be computed by the LGU Accounting Department.
- x) The Winning Bidder/Organizer shall:
- i. Not sub-contract the operation of the ***“Tuesday Market, Vegetable Wholesale/Bagsakan Area, 2022 Christmas Night Bazaar and 2023 Summer Bazaar”*** and shall submit to LGU Dinalupihan, thru the Municipal Treasurer an Affidavit stating this fact;
 - ii. Pay a penalty of P10,000.00 for each and every verified/confirmed/repeated violation/s of the conditions mentioned herein, the penalty amount of which shall be deducted from the cash deposit of the Winning Bidder/Organizer;

- iii. Abide by all of the above Conditions, failure of which shall result into imposition of penalties as mentioned above, and for LGU Dinalupihan to ban the Winning Bidder/Organizer from joining any and all succeeding biddings for the use of the Common Terminal Area as Trading Center for the next two (2) years.

For further information on bidding requirements, please contact:

Amelita E. Peñaflor – Mun. Budget Officer – BAC Chairman Landline: (047) 2409040
Local no.: 207

Cecilia S. Calixta – Mun. Treasurer – BAC Secretariat

ANNEX A

Date

THE BIDS AND AWARDS COMMITTEE
MUNICIPALITY OF DINALUPIHAN
Dinalupihan, Bataan

Gentlemen:

We are submitting the following Bid Proposals for the operation of the ***“Tuesday Market, Vegetable Wholesale/Bagsakan Area, 2022 Christmas Night Bazaar and 2023 Summer Bazaar”***

Additional Bid amount ----- ₱ _____

Amount in words _____

We confirm that our overall bid shall be the minimum bid amount of ₱500,000.00 paid under LGU Dinalupihan Municipal Treasury Office Official Receipt Number _____ dated _____ plus the above additional amount of ₱ _____ for a **total Bid Amount of ₱ _____**.

Thank you.

BIDDER

ANNEX B

Date

THE BIDS AND AWARDS COMMITTEE
MUNICIPALITY OF DINALUPIHAN
Dinalupihan, Bataan

Gentlemen:

We are submitting the following **ADDITIONAL** Bid Proposals for the operation of the ***“Tuesday Market, Vegetable Wholesale/Bagsakan Area, 2022 Christmas Night Bazaar and 2023 Summer Bazaar”***

PARTICULARS	AMOUNT	DELIVERY DATE

It is understood that if the above item/s is/are not delivered on the indicated delivery date, the **LGU shall immediately terminate** my contract to operate the ***“Tuesday Market, Vegetable Wholesale/Bagsakan Area, 2022 Christmas Night Bazaar and 2023 Summer Bazaar”***

Thank you.

BIDDER