REPUBLIC OF THE PHILIPPINES
CITY OF LAPU-LAPU 6015
BIDS AND AWARDS COMMITTEE

BAGONG PILIPINAS

INVITATION TO BID FOR
ONE (1) LOT GARBO SA LAPU-LAPU PRODUCTION SERVICES

The **City of Lapu-Lapu**, through the **MOOE FUNDS 8852-5-02-99-990-4** intends to apply the sum of **Two Million Seven Hundred Thousand Pesos (₱ *2,700,000.00*)** being the Approved Budget for the Contract (ABC) to payments under the contract for *the procurement of* **ONE (1) LOT GARBO SA LAPU-LAPU PRODUCTION SERVICES under P.R No. 26-09-1253.** Bids received in excess of the ABC shall be automatically rejected at bid opening.

1) The **City of Lapu-Lapu** now invites bids for **ONE (1) LOT GARBO SA LAPU-LAPU PRODUCTION SERVICES.** *(City Tourism)*

ITEM NO.	QTY.	UNIT OF ISSUE	ITEM DESCRIPTION
1.	1	LOT	**GARBO SA LAPU-LAPU PRODUCTION SERVICES** CREATIVE TEAM 1 pax- ARTISTIC DIRECTOR -Overall directional staging execution, theme guidelines enforcement , and artistic formatting parameters. 2 pax- CREATIVE DIRECTOR - Visual identity curation, thematic script supervision, and synchronization across technical stage displays. 3 pax- CHOREOGRAPHY TEAM - Chief choreographer and assitants managing multi-barangay blockings, step intergration, and safety rules. 3 pax- MUSICAL ARRANGER - Audio Engineering, custom jingle remix editing, instrumental score compilation, and sound output mastering 2 pax- VOICE OVER ARTIST - Studio voice recording for narrative script segments, entry profiles, historical audio clips, and dramatic intros. 10 pax- PRODUCTION & WARDROBE (FESTIVAL QUEEN) -Supply and production of wardrobes which include Technical fabric procurement, structural frame modeling, and baseline textile sourcing for the Festivals Queen gowns.

			2 pax- MASTER DESIGNER EXECUTION - Professional designer service fees for specialized artistic haute-couture accents and artisan finishing. Team assigned for DANCERS COSTUMES - Supply and Production of Costumes which includes Tailoring, standard textures, and fabrication of thematic dance sets for up 60 structural performers per group. 10 pax- PROPS AND ANDAS STRUCTURES - Supply and Installation of Raw material sourcing, carpentry framing, mobile float platforms, and background drop assemblies. 5 pax- SPECIALIZED ACCESSORIES - Lightweight structural custom headpieces, matching hand props, decorative jewelry, and performance footwear. 20 pax- PRODUCTION STAFF - Sourcing and Supply of Technical stage managers, floor marshals, quick-response handlers, tabulators, and field parade coordinators. 1 pax- HOST/ PRESENTER - Professional live commentators, master of ceremonies for live broadcast pacing, and official announcements. 3 pax- SCRIPTWRITERS - Writing of event scripts, continuous programming sequences, judges commentary books, and historical logs. 1 Team of VIDEOGRAPHERS - Coverage of the whole event and for the production of promotional video for the City Government and for the event itself. Should start Seven (7) Calendar Days upon Receipt of P.O./NOA. November 08-14, 2026 - rehearsal period which includes technical rehearsal November 15, 2026 - Garbo sa Lapu-Lapu Event

Delivery of service should start ***within Seven (7) Calendar Days upon receipt of Notice of Award/Purchase Order.*** Bidders should have completed, within ten (10) 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.

2) Bidding will be conducted through competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the IRR of RA No. 12009.

   I) 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.

3) Interested Bidders may obtain further information from *the* ***City of Lapu-Lapu*** *through the Bids and Awards Committee, located* **at the 2/F City General Services Office, City Hall, Pusok, Lapu-Lapu City** and inspect the Bidding Documents at the address given below from **8:00 a.m to 4:00 p.m.**

4) A complete set of Bidding Documents may be acquired by interested Bidders from ***October 08, 2026 (from 8 a.m. to 5 p.m.) until on or before 12 noon of October 27, 2026*** from ***BAC Office located at the 2/Floor of the City General Services Office, City Hall, Pusok, Lapu-Lapu City*** and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **₱ 5,000.00**. The Procuring Entity shall allow the bidder to present its proof of payment for the fee for the Bidding Documents during the period provided in the preceding paragraph.

5) The *City of Lapu-Lapu/ BAC* will hold a **Pre-Bid Conference** on ***October 15, 2026 (1:30 P.M.)*** at ***BAC Conference Room located at 2/Floor City General Services Office, Pusok, Lapu-Lapu City***, which shall be open to prospective Bidders.

6) Bids must be duly received by the Bids and Awards Committee (BAC) Secretariat through the given address above **on or before 12 Noon of *October 27, 2026.*** 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 16.1.

8) Bid opening shall be on ***October 27, 2026 (1:30 P.M.)*** at **BAC Conference Office, located at 2/Floor City General Services Office, Pusok, Lapu-Lapu City.** Bids will be opened in the presence of the Bidders' representatives who choose to attend the activity.

9) The City of Lapu-Lapu/ BAC reserves the right to reject any all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 70 of R.A. No. 12009, without incurring any liability to the affected Bidder of Bidders.

For further information, please refer to:
Vanessa Jeanne A. Dela Serna
BAC Secretariat
City General Service Office

You may visit the following:
PhilGeps: _____ Website: _____
3 Conspicuous Place:
CEO Bulletin: ____ CGSO: ____ Market: ____

SIGNED

RONALDO D. MALACORA
OFFICER-IN-CHARGE- CGSO
BAC CHAIRPERSON

8th Day of October, 2026
(PhilGeps Posting Date)