



## INVITATION TO BID FOR THE SUPPLY AND DELIVERY OF COMPUTER CONTINUOUS FORM, 1PLY, 280MM X 378MM FOR THE PROCUREMENT SERVICE

### PUBLIC BIDDING NO. 24-151-2

- The **PROCUREMENT SERVICE – DEPARTMENT OF BUDGET AND MANAGEMENT (PS-DBM)**, using a **Single Year Framework Agreement (Outright Determination of Lowest Calculated and Responsive Bid under Appendix 32 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184)**, through the **2024 PS-DBM Revolving Fund**, intends to apply the Approved Budget for the Contract (ABC) corresponding to the total cost of each item to be bid out, as follows:

Item No.	Quantity	Item/Description	Approved Budget for the Contract		Price of Bid Documents
			Unit Price	Total Amount	
1	1,300 boxes	COMPUTER CONTINUOUS FORM, 1 PLY, 280mm X 378mm	₱1,723.00	₱2,239,900.00	₱5,000.00

*Bids received in excess of the total cost per item shall be automatically rejected.*

- The **PS-DBM** now invites bids for **SUPPLY AND DELIVERY OF COMPUTER CONTINUOUS FORM, 1 PLY, 280MM X 378MM**. Delivery of the Goods is required within the delivery period stated in Section VI Schedule of Requirements of the Bidding Documents. Bidders should have completed, within **5 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).
- Bidding will be conducted in accordance with Appendix 36. Revised Guidelines for Electronic Bidding (E-Bidding) 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, otherwise known as the *“Government Procurement Reform Act”*.

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 from the PS-DBM and inspect the Bidding Documents through the BAC Secretariat at PS Complex, Cristobal St., Paco, Manila during *Mondays to Thursday, except Fridays and holidays, from 8:00 AM to 4:00PM.*
5. A complete set of Bidding Documents may be acquired by interested Bidders from the BAC Secretariat and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amounts stated in Paragraph 1 of this IB. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person, by facsimile, or through electronic means.

It may also be downloaded free of charge from the websites of the PS-DBM and PhilGEPS, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

6. The *PS-DBM* will hold a Pre-Bid Conference on **November 27, 2024; 09:00 AM** at PS Complex, Cristobal St., Paco, Manila and/or through video conferencing or webcasting *via Google Meet thru this link <https://meet.google.com/trs-knkj-pnu>*, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through the **E-BIDDING FACILITY** of the **Modernized PhilGEPS** (mPhilGEPS) (<https://philgeps.gov.ph>) on or before **December 11, 2024; 09:00 AM.**

**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 **December 11, 2024; 09:00 AM** at PS Conference Room, PS Complex Cristobal St., Paco, Manila and *via Google meet thru this link <https://meet.google.com/rit-psvz-kzf>*. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity
10. The summary of the bidding activities is as follows:

Posting of Invitation to Bid	20 November 2024
Issuance and Availability of Bid Documents	20 November 2024
Pre-Bid Conference	27 November 2024; 09:00 AM
Last day of Submission of Written Clarification	01 December 2024
Last day of Issuance of Bid Bulletin	04 December 2024
Deadline for Submission and Receipt of Bids	11 December 2024; 09:00 AM
Opening of Bids	Immediately after the Deadline of Submission of Bids

12. For further information, please refer to:

**Bids and Awards Committee II**

*Procurement Service - DBM  
Cristobal St., Paco, Manila  
8290-6300 loc. 8033/8060  
bacsec@ps-philgeps.gov.ph*

13. For purposes of e-bidding facility clarifications, please refer to:

*Ron Cyprus G. Obniala  
Information System Analyst  
Procurement Service - PhilGEPS  
Cristobal Street, Paco, Manila  
rcobniala@ps-philgeps.gov.ph  
0909-064-8277*

14. You may visit the following websites:

For downloading of Bidding Documents, please refer to the following link:  
<https://philgeps.gov.ph>

*Date of Issue/Advertisement: November 20, 2024*

**SIGNATURE REDACTED**

**ROMMEL D. RIVERA**

*Chairperson, Bids and Awards Committee II*