



**INVITATION TO BID**  
**FOR THE**  
**SUPPLY AND DELIVERY OF MARKER, WHITEBOARD, BLACK**  
**FOR THE PROCUREMENT SERVICE**  
**PUBLIC BIDDING NO. 24-168-2**

1. The *Procurement Service - Department of Budget and Management (PS-DBM)*, through the *PS Revolving Fund* intends to apply the sum of ₱17,445,120.00 being the total Approved Budget for the Contract (ABC) to payments under the contract for Supply and Delivery of Marker, Whiteboard, Black for the Procurement Service. Bids received in excess of the ABC shall be automatically rejected at bid opening.

The *PS-DBM*, using a **Multi-Year Framework Agreement** for a duration of *two (2) years* pursuant to **Appendix 32 of the Implementing Rules and Regulation of RA 9184 9<sup>th</sup> edition, Guidelines on the Use of Framework Agreement by All Procuring Entities**, through the *2024 PS Revolving Fund* intends to apply the ABC corresponding to the total cost of each item to be bid out, as follows:

Item No.	Item Description	Unit Price	Quantity per Year		ABC	
1	Marker, Whiteboard, Black	₱21.00	1st	415,360 pieces	1st	₱8,722,560.00
			2nd	415,360 pieces	2nd	₱8,722,560.00
<b>Total</b>			<b>830,720 pieces</b>	<b>Total</b>	<b>₱17,445,120.00</b>	

*For multi-year Framework Agreement, the ABC for the first year shall be the basis in computing for the required amount of the single largest completed contract, net financial contracting capacity, bid security, bidding documents fee and protest fee (Implementing Rules and Regulations of Republic Act No. 9184, 9th ed., Appendix 32, 7.3).*

2. The *PS-DBM* now invites bids for Supply and Delivery of Marker, Whiteboard, Black. Delivery of the Goods is required within *fifteen (15) calendar days* after issuance of a Call-Off. Bidders should have completed, within *five (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).
3. Bidding will be conducted 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.

- a. 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 **PS-DBM** and inspect the Bidding Documents at the address given below during *Mondays to Thursdays, except Fridays and holidays, from 8:00AM to 5:00PM.*
5. A complete set of Bidding Documents may be acquired by interested Bidders on **December 03, 2024** from the 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 indicated in the table below. The Procuring Entity shall allow the bidder to present its proof of payment for the fees *in person.*

Item No.	Item Description	Price of Bid Documents <sup>1</sup>
1	Marker, Whiteboard, Black	₱10,000.00

6. The **PS-DBM** will hold a Pre-Bid Conference on **December 10, 2024; 01:00 PM** at **PS Conference Room, 2nd Floor, PS Building, PS Compound, Cristobal St., Paco, Manila** and/or through video conferencing or webcasting via **Google Meet** through this link: **meet.google.com/bay-tnfv-yzi**, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through **manual submission** at the office address indicated below on or before **January 07, 2024; 09:00 AM.**
- Late bids shall not be accepted. Unsealed or unmarked bid envelopes shall also be rejected.**
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 **January 07, 2024; 9:00 AM** at the given address below and/or via **Google Meet** through this link: **meet.google.com/nwf-dxaf-etj**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

<sup>1</sup> For multi-year Framework Agreement, the ABC for the first year shall be the basis in computing for the required amount of bidding documents fee



10. The summary of the bidding activities is as follows:

Posting of Invitation to Bid	03 December 2024
Issuance and Availability of Bid Documents	03 December 2024
Pre-Bid Conference	<b>10 December 2024; 01:00 PM</b>
Last day of Submission of Written Clarification	28 December 2024
Last day of Issuance of Bid Bulletin	31 December 2024
Deadline for Submission	<b>07 January 2025; 09:00 AM</b>
Opening of Bids	Immediately after the Deadline of Submission and Receipt of Bids

11. The **PS-DBM** 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 IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

12. For further information, please refer to:

***Bids and Awards Committee II***  
*Procurement Service*  
*Cristobal St., Paco, Manila*  
*8290-6300 loc. 8033/8060*  
[\*bacsec@ps-philgeps.gov.ph\*](mailto:bacsec@ps-philgeps.gov.ph)

13. You may visit the following websites:

For downloading of Bidding Documents: [www.ps-philgeps.gov.ph](http://www.ps-philgeps.gov.ph)

[Date of Issue: December 03, 2024]

  
**Rommel D. Rivera**  
*Chairperson, Bids and Awards Committee II*