



INVITATION TO BID

PROCUREMENT OF OFFICE SUPPLIES FOR PHILSYS LGU-BASED REGISTRATION CENTERS

1. The **PHILIPPINE STATISTICS AUTHORITY – REGIONAL STATISTICAL SERVICES OFFICE I (PSA-RSSO I)** through the **2021 General Appropriations Act³** intends to apply the sum of Seven Million Five Hundred Five Thousand Pesos (PhP 7,505,000.00) being the Approved Budget for the Contract (ABC) to payments under the contract for the **Procurement of Office Supplies for Philsys LGU-Based Registration Centers**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

2. The **PSA-RSSO I** now invites bids for **Procurement of Office Supplies for Philsys LGU-Based Registration Centers**.⁴ Delivery of the Goods is required within 45 days upon receipt of the Notice to Proceed. Bidders should have completed, within the last two 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) 9184, otherwise known as the “Government Procurement Reform Act”.

Bidding is open to all interested bidders, whether local or foreign, subject to the conditions for eligibility provided in the IRR of RA 9184.

4. A complete set of Bidding Documents may be acquired by interested Bidders on **September 22, 2021 until October 5, 2021** from the address 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 Ten Thousand Pesos (PhP 10,000.00).

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

³ In the case of National Government Agencies, the General Appropriations Act and/or continuing appropriations; in the case of GOCCs, GFIs, and SUCs, the Corporate Budget for the contract approved by the governing Boards; in the case of (LGUs, the Budget for the contract approved by the respective *Sanggunian*. (Section 5(a), R.A. 9184)

⁴ A brief description of the type(s) of Goods should be provided, including quantities, location of project, and other information necessary to enable potential bidders to decide whether or not to respond to the invitation.

5. Interested bidders may obtain further information from **ROBAC Secretariat at Tel. No. (072) 888-2582** and inspect the Bidding Documents at the address given below from **8:00 AM to 5:00 PM**.
6. The **PSA-RSSO I** will hold a Pre-Bid Conference⁵ on **September 22, 2021, 9:00 AM at PSA-RSSO I Conference Room, San Fernando City, La Union** which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat at the address below **before 9:00 AM of October 05, 2021**. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause 18**.

Bidders will submit their bids using a two-factor security procedure consisting of an archive format compression and password protection and disclose the password for accessing their respective bid submission only during the actual bid opening.

Bid opening shall be on **October 05, 2021, 9:00 AM at PSA-RSSO I Conference Room, San Fernando City, La Union**. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.

8. The PSA-RSSO I 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 Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
9. For further information, please refer to:

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Philippine Statistics Authority-Regional Statistical Services Office I
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