



Republic of the Philippines
Department of Justice
BUREAU OF CORRECTIONS
Muntinlupa City



PHILIPPINE BIDDING DOCUMENTS

RENT TO OWN OF HEAVY-DUTY PHOTOCOPIER MACHINE 2024

(Procurement/ ID No. 09)

**Sixth Edition
July 2020
Bids and Awards Committee 2024**

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Section I. Invitation to Bid



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**INVITATION TO BID FOR
RENT TO OWN OF HEAVY-DUTY PHOTOCOPIER MACHINE 2024**

1. The **Bureau of Corrections**, through the **General Appropriations Act (GAA) of 2024** intends to apply the sum of **Two million pesos (PHP 2,000,000.00)** being the ABC to payments under the contract for **Rent to Own of Heavy-Duty Photocopier Machine 2024 with Identification Number: 09**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **Bureau of Corrections** now invites bids for the above Procurement Project. Delivery of the Goods is required by within sixty (60) calendar days. Bidders should have completed, within the last four (4) years from the date of submission and receipt of bids, a contract similar to the Project equivalent to at least fifty percent (50%) of the ABC. 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.

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 **Bureau of Corrections** and inspect the Bidding Documents at the address given below during Monday to Friday from 8:00am to 5:00pm.
5. A complete set of Bidding Documents may be acquired by interested Bidders on MARCH 21, 2024, 08:00am to 05:00pm to APRIL 15, 2024, 08:00am to 01:29pm 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 of **five (₱5,000.00) thousand pesos only**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees and presented in person.
6. The **Bureau of Corrections** will hold a Pre-Bid Conference on APRIL 1, 2024 (1:30 P.M.) at BAC Conference Room NBP Reservation Muntinlupa City, 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 APRIL 15, 2024 (01:30 PM). 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 APRIL 15, 2024 (01:30 PM) at the given address below BAC Conference Room NBP Reservation Muntinlupa City, Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. *The Schedule of Bidding Activities shall be as follows:*

ACTIVITES	DATE/TIME	VENUE
1. Sale and Issuance of Bid Documents	MARCH 21 2024 (08:00- 05:00 PM) TO APRIL 15 2024 (08:00- 01:29PM)	Supply Division Bureau of Corrections Muntinlupa City
2. Pre-bid Conference	April 1, 2024 01:30 PM	BAC Conference Room Bureau of Corrections Muntinlupa City
3. Submission and Opening of Bid Documents	APRIL 15, 2024 01:30 PM	BAC Conference Room Bureau of Corrections Muntinlupa City

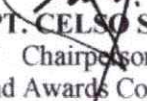
11. The **Bureau of Corrections** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
12. For further information, please refer to:

MARIA ADORACION I. VIÑAS
Office of the BAC Secretariat
Supply Office, Bureau of Corrections, Muntinlupa City
Tel # 02-8809-8587/02-8478-0907
bacsec2022@gmail.com

13. You may visit the following websites:

For downloading of Bidding Documents: bucor.gov.ph

Date of Issue: _____


CCSUPT. CELSO S. BRAVO
Chairperson
Bids and Awards Committee