

INVITATION TO BID

“SUPPLY, DELIVERY, SUPPORT AND SUBSCRIPTION OF GOOGLE WORKSPACE FOR ONE (1) YEAR”

1. The **Philippine Statistics Authority**, through the **National Expenditure Program (NEP) 2024** intends to apply the sum of **Twenty Million Pesos (PhP 20,000,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the Project **“Supply, Delivery, Support and Subscription of Google Workspace for One (1) Year”**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **Philippine Statistics Authority** now invites bids for the above Procurement Project. Delivery of the Goods shall be in accordance with the Delivery Schedule under Section VI. Schedule of Requirements. Bidders should have completed, **within two (2) 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.

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 **Philippine Statistics Authority** and inspect the Bidding Documents at the address given below during **working hours from 8:00 AM to 5:00 PM weekdays except holidays**.

PSA BAC Secretariat
11th Floor, Cyberpod Centris One, Eton Centris
EDSA corner Quezon Avenue, Quezon City

5. A complete set of Bidding Documents may be acquired by interested Bidders on **04 December 2023** 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 **twenty-five thousand pesos (PhP 25,000.00)**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person. The Bidding Documents shall be received personally by the prospective bidder or his duly authorized representative upon presentation of proper identification documents.

6. The **Philippine Statistics Authority – Bids and Awards Committee** will hold a Pre-Bid Conference¹ on **11 December 2023, 2:00 PM** via Google Meet, 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 **22 December 2023, 8:00 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 **22 December 2023, 2:00 PM** via **Google Meet**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The **Philippine Statistics Authority** 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.
11. For further information, please refer to:

Mr. Joseph P. Cajita

Chair, BAC Secretariat

PSA Bids and Awards Committee

11th Floor, Cyberpod Centris One, Eton Centris

EDSA corner Quezon Avenue, Quezon City

Tel. No. : (02) 374-8270

Email Addresses: bac-secretariat@psa.gov.ph or bacsecretariat.psa@gmail.com

12. You may visit the following websites:

For downloading of Bidding Documents:

www.psa.gov.ph or <https://procurement.psa.gov.ph/>

(SGD)

MINERVA ELOISA P. ESQUIVIAS
Chairperson, Bids and Awards Committee

¹ May be deleted in case the ABC is less than One Million Pesos (PhP1,000,000) where the Procuring Entity may not hold a Pre-Bid Conference.