



## INVITATION TO BID FOR THE PROCUREMENT OF RENTAL OF PHOTOCOPIERS

1. The *Philippine Statistics Authority*, through the *2024 National Expenditure Program (NEP)* intends to apply the sum of **Two Million Four Hundred Eighty-Eight Thousand Eight Hundred Pesos (Php2,488,800.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the Project “Rental of Photocopiers”. 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 is required ***within fifteen (15) days upon receipt of the Notice to Proceed***. 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.

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 up to 5:00 PM weekdays except holidays**.

**PSA BAC Secretariat  
11<sup>TH</sup> 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 **21 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 Five Thousand Pesos (Php5,000.00)*. The Procuring Entity shall allow the bidder to present its proof of payment for the fees *in person*.

6. The *Philippine Statistics Authority* will hold a Pre-Bid Conference<sup>1</sup> on **29 December 2023 at 10:00AM** through video conferencing or webcasting *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 **10 January 2024 at 8:00AM**. 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 **10 January 2024 at 10:00AM**. at the given address below 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**  
**Head, BAC Secretariat**  
**PSA Bids and Awards Committee**  
**11<sup>TH</sup> Floor, Cyberpod Centris One, Eton Centris**  
**EDSA corner Quezon Avenue, Quezon City**  
**Tel No.: (02) 374-8270**  
**Email Address: [bac-secretariat@psa.gov.ph](mailto:bac-secretariat@psa.gov.ph)**

12. You may visit the following websites:

For downloading of Bidding Documents: <https://procurement.psa.gov.ph/>

20 December 2023

SGD.  
**MINERVA ELOISA P. ESQUIVIAS**  
*Chairperson*  
*Bids and Awards Committee*

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<sup>1</sup> 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.