



Republic of the Philippines
PROVINCIAL GOVERNMENT OF ORIENTAL MINDORO
 Camiling, Calapan City 5200, Oriental Mindoro
BIDS AND AWARDS COMMITTEE

INVITATION TO BID
IB No. GS-2021-044

Office Supplies and Devices for distribution to different schools provincewide

1. The Provincial Government of Oriental Mindoro (PGOM) through the Trust Fund intends to apply the sum **Two Million Eighty One Thousand Five Hundred Sixty Five Pesos Only (Php 2,081,565.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the Project, **"Supply and Delivery of Office Supplies and Devices for distribution to different schools provincewide."** Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The PGOM now invites bids for the Project, **"Supply and Delivery of Office Supplies and Devices for distribution to different schools provincewide."** Delivery of the goods shall be in accordance with the Delivery Schedule under Section VI. Schedule of Requirements. Bidders should have completed within five (5) years before the date of submission and receipt of bids, a single completed contract similar to the Project worth at least **twenty five percent (25%)** of the ABC. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instructions to Bidders (ITB).

Item No.	Item Description	Qty./Unit
1	Bond Paper A4 S20/70gsm X-X-X	8,163 reams

Bidding will be conducted through open competitive bidding procedures using a nondiscretionary "pass/fail" criterion as specified in the Revised Implementing Rules and Regulations (IRR) of Republic Act (R.A.) No. 9184, otherwise known as the "Government Procurement Reform Act."

Bidding is restricted to Filipino citizens/sole proprietorship, partnership 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 w/c grant similar rights or privileges to Filipino citizens, pursuant to RA 5183 and subject to Commonwealth Act 138.

Schedule of BAC Activities

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| 1. Pre-Procurement Conference | : | July 7, 2021 |
| 2. Advertisement/Posting of ITB | | |
| Bulletin Board of the PGOM | : | July 8, 2021 |
| PGOM Website – www.ormindoro.gov.ph | : | July 8, 2021 |
| GEPS Website – www.philgeps.net | : | July 8, 2021 |
| 3. Issuance of Bidding Documents | : | July 9, 2021 to July 27, 2021 |
| 4. Pre-Bid Conference | : | July 15, 2021 at 10:00 a.m. at BAC Conference Room |
| 5. Deadline of Submission of Bids | : | July 27, 2021 at 9:30 a.m. at BAC Conference Room |
| 6. Opening of Bids in sealed envelope | | |
| a) Eligibility Requirements and Technical Proposal | : | July 27, 2021 at 10:00 a.m. at BAC Conference Room |
| b) Financial Proposal | : | July 27, 2021 at 10:00 a.m. at BAC Conference Room |

4. A complete set of Bidding Documents may be acquired by interested bidders from **July 9, 2021 to July 27, 2021** from the Bids and Awards Committee Office and upon payment of a non-refundable fee for the Bidding Documents in compliance with Section 17.4 of RA 9184 and its IRR. It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the PGOM, provided that Bidders shall pay the nonrefundable fee for the Bidding Documents not later than the submission of their bids in the amount of **Five Thousand Pesos (Php 5,000.00)**.

5. Pre-Bid Conference on **July 15, 2021 at 10:00 a.m.** at BAC Conference Room shall be opened to all interested parties, however only those who purchased the Bidding Documents and invited observers may participate in the discussion at said conference

6. Bids must be delivered to the address below on or before **July 27, 2021 at 9:30 a.m.** All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in the ITB Clause 18. 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.

7. The PGOM reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

8. Interested bidders may obtain further information from the PGOM-Bids and Awards Committee (BAC) Secretariat and inspect the Bidding Documents at the address given below during office hours from **9:00 a.m. to 4:00 p.m.**

For further information, please refer to:

LEILA R. CARINGAL

Head, BAC Secretariat

Bids and Awards Committee Office

Provincial Capitol Complex

Camiling, Calapan City, Oriental Mindoro

EnP JOSE MARCOS DALUPAN
BAC CHAIRPERSON