



**INVITATION TO BID FOR THE  
SUPPLY AND DELIVERY OF IT CONSUMABLES  
(PB 21-01-09)**

1. The **Philippine Rice Research Institute**, through the **2021 Corporate Fund Budget** intends to apply the sum of **FIVE HUNDRED TWENTY ONE THOUSAND FOUR HUNDRED EIGHTY SEVEN AND 88/100 PESOS ONLY (PhP 521,487.88)** being the ABC to payments under the contract for the **SUPPLY AND DELIVERY OF IT CONSUMABLES (PB 21-01-08)**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **Philippine Rice Research Institute** now invites bids for the above Procurement Project. Delivery of the Goods is required within the period specified in the 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.
  - a. 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 PhilRice through telecommunication or video conferencing during office hours and inspect the Bidding Documents at the PhilGEPS and PhilRice websites. (Kindly refer to the schedule below).
5. A complete set of Bidding Documents may be acquired by interested Bidders from the 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 Hundred Pesos Only (PhP 500.00)**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees either by facsimile, or through other electronic means.

We encourage bidders to download the bidding documents through PhilGEPS or the PhilRice website and pay through bank. Please coordinate with the BAC Secretariat through the email address and contact number given below for the bank details and procedure.
6. The Philippine Rice Research Institute will hold a Pre-Bid Conference through video conferencing or webcasting via zoom/webex on the date specified below which shall be open to all prospective bidders. A Personal Meeting ID will be sent through SMS or email for each participant at least one day before the event. Prospective bidders need to signify their intention to participate by sending an email to the address given below.
7. Bids must be duly received by the BAC Secretariat at the address below one (1) day before the opening of bids. (i) manual submission or through courier at the office address indicated below. 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**.

Bid opening shall be on **December 10, 2020; 09:00AM** at the address given below via zoom/webex. Bids will be opened in the presence of the bidder's representatives who choose to attend the activity.



9. The **Philippine Rice Research Institute** 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.
10. Please refer to the following schedule of activities:

Activity	Date/Time	Remarks
Acceptance of queries through telephone or video call with the BAC Secretariat	December 02-04, 07-09, 2020 8:00AM to 12:00 noon	Queries on the bidding documents only. Queries on the technical specifications should be in formal writing sent through email or fax, addressed to the BAC Chairperson through the BAC Secretariat.
Availability of Bidding documents and acceptance of Payment	December 02 to December 09, 2020	Downloadable through PhilGEPS, PhilRice Website and can be requested through email. Please call the BAC Secretariat for the procedures on online payment
Deadline for the submission of bids	On or before December 09, 2020 5:00PM	Through personal delivery or through courier at the BAC Secretariat Office.
Bid Opening	December 10, 2020 Meeting Proper: 09:00 AM	A Personal Meeting ID will be sent to participants who submitted bid proposals on time.

11. For further information, please refer to:

**THE BAC SECRETARIAT**

Procurement Management Division  
Philippine Rice Research Institute  
Maligaya, Science City of Munoz, Nueva Ecija  
Telefax: (044) 456-0650  
Mobile No. 09209135104  
Website: [www.philrice.gov.ph](http://www.philrice.gov.ph)

You may visit the following websites:

For downloading of Bidding Documents:  
[www.philrice.gov.ph](http://www.philrice.gov.ph) and [www.philgeps.gov.ph](http://www.philgeps.gov.ph)  
Date: December 1, 2020

  
**GENARO S. RILLON**  
Chairperson, BAC for Goods and Services