



**INVITATION TO BID FOR THE
SUPPLY AND DELIVERY OF IT AND OFFICE EQUIPMENT
PB 21-02-21**

1. The **Philippine Rice Research Institute**, through the **2021 Trust Fund Budget** intends to apply the sum of **EIGHT HUNDRED TWENTY FIVE THOUSAND THREE HUNDRED NINETY TWO PESOS ONLY (Php 825,392.00)** being the **ABC** to payments under the contract for the **SUPPLY AND DELIVERY OF IT AND OFFICE EQUIPMENT (PB 21-02-21)**. 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 **One Thousand Pesos Only (Php 1,000.00)**. 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 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 **June 29, 2021; 11:00 AM** at the address given below via Zoom.





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	June 04, 07-11,14-18, 21-25, and 28, 2021 8:00AM to 05:00 PM	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	June 04, 07-11,14-18, 21-25, and 28, 2021 8:00AM to 05:00 PM	Downloadable through PhilGEPS, PhilRice Website and can be requested through email. Please call the BAC Secretariat for the procedures on online payment
Pre-Bid Conference	June 15, 2021 09:00 AM	Interested bidders shall signify intention to bid through email. A Personal Meeting ID will be sent through email to confirmed participants.
Deadline for the submission of bids	On or before June 28, 2021 5:00PM	Through personal delivery or through courier at the BAC Secretariat Office.
Bid Opening	June 29, 2021 Meeting Proper: 11:00 AM	A Personal Meeting ID will be sent to participants who submitted bid proposals on time.

NOTICE/ANNOUNCEMENT

DA DOES NOT CONDONE ANY FORM OF SOLICITATION ON ANY PROSPECTIVE WINNING AND LOSING BIDDERS BY ANY OF OUR STAFF/EMPLOYEES OR ANY OTHER PARTY. ANY SORT OF THIS KIND SHALL BE REPORTED IMMEDIATELY TO THE OFFICE OF THE SECRETARY OR THE NATIONAL BUREAU OF INVESTIGATION (NBI) FOR ENTRAPMENT AND PROPER INVESTIGATION.

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

You may visit the following websites:

For downloading of Bidding Documents:
www.philrice.gov.ph and www.philgeps.gov.ph
Date: June 3, 2021

AURORA M. CORALES, PhD.
Chairperson, BAC for Goods and Services