



Department of Environment and Natural Resources  
**MINES AND GEOSCIENCES BUREAU - R. O. V**  
Regional Center Site, DENR Annex Building  
Rawis, Legazpi City

## INVITATION TO BID FOR *Office Supplies CY 2017*

The *Mines and Geosciences Bureau Regional Office No. V*, through the *General Appropriation Act CY 2017*<sup>3</sup> intends to apply the sum of *Six Hundred Twenty Two Thousand Seven Hundred Sixty Nine and 52/100 Pesos (PhP 622,769.52)* being the Approved Budget for the Contract (ABC) to payments under the contract for each lot/item. Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening.

Quantity	Unit	Particular	Approved ABC
1	lot	Office Supplies & Devices	266,519.12
1	lot	Computer Supplies	356,250.40
		TOTAL	<b>622,769.52</b>

The *Mines and Geosciences Bureau Regional Office No. V* now invites bids for *Office Supplies*.<sup>4</sup> Delivery of the Goods is required *on the month of August to November 2017*. 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.

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) 9184, otherwise known as the "Government Procurement Reform Act".

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 5183.

<sup>3</sup> Ibid.

<sup>4</sup> A brief description of the type(s) of Goods should be provided, including quantities, location of project, and other information necessary to enable potential bidders to decide whether or not to respond to the invitation.

Interested bidders may obtain further information from **Mines and Geosciences Bureau Regional Office No. V** and inspect the Bidding Documents at the address given below during **9:00 a.m. to 4:00 p.m., Monday to Friday**.

A complete set of Bidding Documents may be acquired by interested Bidders on **July 20 to 27, 2017** from the address 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 (PhP 1,000.00)** Note: For lot procurement, the maximum fee for the Bidding Documents for each lot shall be based on its ABC, in accordance with the Guidelines issued by the GPPB; provided that the total fees for the Bidding Documents of all lots shall not exceed the maximum fee prescribed in the Guidelines for the sum of the ABC of all lots.}

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

The **Mines and Geosciences Bureau Regional Office No. V** will hold a Pre-Bid Conference<sup>5</sup> on **July 26, 2017 at 9:00AM at MGB RO V Conference Room**, which shall be open to prospective bidders.

Bids must be duly received by the BAC Secretariat at the address below on or before **August 9, 2017 at 12:00NN**. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause 18**.

Bid opening shall be on **August 9, 2017 at 2:00 PM at MGB RO V Conference Room**. 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.

The **Mines and Geosciences Bureau Regional Office No. V** 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 Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

For further information, please refer to:

*Gianelle J. Fojas*  
BAC Secretariat  
Mines and Geosciences Bureau R.O. V  
Regional Center, Rawis, Legazpi City  
Tel. No. (052)482-1056/(052)482-1156  
Email Address: [mgr5@yahoo.com](mailto:mgr5@yahoo.com)  
Website: [www.region5.mgb.gov.ph](http://www.region5.mgb.gov.ph)

  
**ASTOR A. REJUSO**  
BAC Chairperson

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<sup>5</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.