



INVITATION TO BID

PURCHASE OF PHOTOCOPIER-PRINTER MACHINE

(ITB – 2018 – 02)

1. The Philippine Science High School – Central Visayas Campus (PSHS-CVisC), thru the General Appropriations Act (GAA) 2018 of the GoP, intends to re-apply the sum of **One Million Two Hundred Ten Thousand Pesos** (Php1,210,000.00) only, being the Approved Budget for the Contract (**ABC**) to payments under the contract for the project, **Purchase of Photocopier-Printer Machine**

Bids received in excess of the ABC shall automatically be rejected during the bid opening. "PARTIAL BID" IS NOT ALLOWED.

2. The PSHS-CVisC, through its Bids and Awards Committee (BAC), now invites contractors registered with the PhilGEPS and have valid and business permits and licenses, to apply for eligibility and to bid for the project, **Purchase of Photocopier-Printer Machine**. Delivery of the vehicle is required within **ninety (90) calendar days** from the effective date of the contract.

Bidders should have completed, within two (2) years from the date of submission and receipt of bids, a single contract similar to the Project with a contract amount equivalent to at least 50% of the ABC. The complete description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instructions to Bidders.

3. Bidding shall be conducted through Open Competitive Bidding procedures using a non-discretionary "pass/fail" criterion as specified in Rule IX Section 30 - 32 of the Revised Implementing Rules and Regulations (IRR) of the Republic Act (RA) 9184, the "Government Procurement Reform Act".
4. Interested bidders may obtain further information and inspect the Bidding Documents at PSHS-CVisC, Talaytay, Argao, Cebu from Monday-Friday starting **March 1, 2018 from 8am up to 5pm**.

SCHEDULE OF ACTIVITIES

A complete set of Bidding Documents may be purchased by interested Bidders starting **March 1, 2018**, during office hours, 8am – 5pm from the address stated above and upon payment to the PSHS-CVisC cashier, of a non-refundable fee for the Bidding Documents in the amount of **five thousand pesos** (php5,000.00) only.

It may be obtained via e-mail upon sending a letter of intent to the e-mail address provided below, provided that Bidders shall pay the non-refundable fee for the Bidding Documents on or before the submission of their bids.

5. The BAC will hold a **Pre-bid Conference** on **March 8, 2018 (9:00am)** at the Admin Bldg, PSHS-CVisC, Talaytay, Argao, which shall be open only to all interested parties who have purchased the Bidding Documents.
6. Bids should be delivered to PSHS-CVisC on or before **9:00am of March 28, 2018**. 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 **March 28, 2018 at exactly 9:00am** at the Admin Bldg, PSHS-CVisC, Talaytay, Argao, Cebu. Bids shall be opened in the presence of the Bidders' representatives who choose to attend at the address given below. Late bids shall not be accepted.

7. PSHS-CVisC assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of the bid.
8. The PSHS-CVisC reserves the right to accept or reject any bid, 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.
9. For further information, please refer to:

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