



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
ILOILO 2nd DISTRICT ENGINEERING OFFICE
REGION VI
Dumangas, Iloilo

INVITATION TO BID

for

CONTRACT ID NO. 24GGG0007

CONTRACT NAME:
PROCUREMENT OF OFFICE CONSUMABLES (INK/TONER)
FOR USE OF DPWH ILOILO 2ND DEO, BALABAG,
DUMANGAS, ILOILO

1. The **Department of Public Works and Highways (DPWH) – Iloilo 2nd District Engineering Office (DEO)**, through the project funds for **Engineering and Administrative Overhead (EAO) 2023** intends to apply the sum of **PhP 738,150.00** being the Approved Budget for the Contract (ABC) to payments under the contract for **Contract ID No. 24GGG0007 – Procurement of Office Consumables (Ink/Toner) for use of DPWH Iloilo 2nd DEO, Balabag, Dumangas, Iloilo**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **DPWH Iloilo 2nd District Engineering Office** through its Bids and Awards Committee now invites suppliers to submit bids for the following Contract:

Name of Contract	:	Procurement of Office Consumables (Ink/Toner) for use of DPWH Iloilo 2nd DEO, Balabag, Dumangas, Iloilo.
Contract ID No.	:	24GGG0007
Locations	:	Balabag, Dumangas, Iloilo
Brief Description	:	Office Consumables
Approved Budget for the Contract (ABC)	:	PhP 738,150.00
Contract Duration	:	20 Calendar Days

3. The BAC is conducting the public bidding for this Contract in accordance with RA 9184 and its Implementing Rules and Regulations.
4. Bidders should have completed, within 1 year 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 IV. Instructions to Bidders.

5. To be eligible to bid for this Contract, a supplier must meet the following major requirements:

- a) Registration certificate from SEC, Department of Trade and Industry (DTI) for sole proprietorship, or CDA for cooperatives;
- b) Mayor's/Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located or the equivalent document for exclusive economic zones or areas;
- c) Tax clearance per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR;
- d) Filipino citizen or 60% Filipino-owned partnership/corporation;
- e) Completion of a similar contract costing at least 50% of the ABC within a period of one year prior to bidding in this Contract; and
- f) Net Financial Contracting Capacity (NFCC) at least equal to the ABC or in lieu of the NFCC computation, a committed line of credit (CLC) specific to the contract to be bid from a universal or commercial bank.

6. The DPWH will use **non-discretionary "pass/fail" criteria** in the eligibility check, preliminary examination of bids, evaluation of bids, post-qualification, and award.

7. The schedule of key procurement activities for this Contract is shown below:

Activity		Time	Place
1	Issuance/Downloading of Bidding Documents	January 17, 2024 - February 5, 2024	Hard copies at BAC Secretariat: DPWH, Iloilo 2nd DEO, Balabag, Dumangas, Iloilo Downloadable from • DPWH website: www.dpwh.gov.ph • PhilGEPs website: www.philgeps.gov.ph
2	Pre-Bid Conference	Not applicable	Not applicable
3	Receipt by the BAC of Bids	February 5, 2024 on or before 10:00 A.M.	DPWH, Iloilo 2nd DEO, Balabag, Dumangas, Iloilo
4	Opening of Bids	February 5, 2024, immediately after bid submission	Bidding Room, DPWH Iloilo 2nd DEO, Balabag, Dumangas, Iloilo and through webcasting via Facebook Live of DPWH Iloilo 2 nd DEO – BAC Facebook Page

8. Bidders shall pay the BAC an appropriate fee in the amount of **One Thousand Pesos (P1,000.00)** for the Bidding Documents (BDs) upon securing hard copies of the Documents. Bidders that downloaded BDs from the DPWH website shall pay the fee upon submission of their bids. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in Instruction to Bidders.

9. The DPWH Iloilo 2nd DEO reserves the right to accept or reject any bid and to annul the bidding process any time before the Contract award, without incurring any liability to the affected bidders.

10. Any requests for additional information concerning this bidding shall be directed to:

ERNESTO D. DELARIARTE

Engineer III
Head, Procurement Unit
DPWH Iloilo 2nd DEO,
Balabag, Dumangas, Iloilo
09101444697
dpwh.ilo2deo@gmail.com

11. You may visit the following websites:

For downloading of Biding Documents:

*Philippine Government Electronic Procurement System (PhilGEPS) and Website
of the Department of Public Works and Highways (DPWH)*
<https://www.dpwh.gov.ph/dpwh/business/procurement/gs/advertisement>

Date of Issue: January 17, 2024



EDUARD B. OREN

Engineer IV
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BAC Chairperson
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