



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
BOHOL 1ST DISTRICT ENGINEERING OFFICE
Tagbilaran City, Bohol, Region VII

INVITATION TO BID

The Department of Public Works and Highways Bohol First District Engineering Office, through its Bids and Awards Committee (BAC) for Goods, invites suppliers to submit bids for the following Contract:

Contract Name	Purchase of office supplies for the DPWH – Bohol 1st District Engineering Office
Contract ID	24GHA0015
Brief Description of Goods to be Procured	Various office supplies
Contract Location	DPWH Bohol 1st – District Engineering Office, Tagbilaran City
Contract Duration	45 C.D.
Approved Budget for the Contract (ABC)	Php 1,356,687.32
Source of Funds	EAO 2024

The BAC is conducting the public bidding for this Contract in accordance with Republic Act No. 9184 and its Implementing Rules and Regulations (IRR).

Bidders should have completed, within 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.

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 at least two(2) similar contracts and the aggregate contract amount should be equivalent to at least 25% of the ABC within five(5) years and the largest of these similar contracts must be equivalent to at least half of 25% of the ABC; *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,
- (g) In lieu of the Class "A" Documents stipulated under Section 8.5.2 of the 2016 Revised IRR of RA 9184, the bidder must provide their valid and updated PhilGEPS Certificate of Platinum Registration and Membership in compliance to GPPB Resolution No. 15 series of 2021.

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

If at the time of the post-qualification procedure, the BAC verifies that any of the deficiencies is due to the bidders fault or negligence pursuant to 34.3(b)(iii) of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184 (2016 RIRR of RA 9184), the BAC shall disqualify the bidder from the award without any right to reimburse fees and incidental cost paid for the procurement of the contract subject of the Bid.

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

Activity	Date & Time	Place
1. Issuance/Downloading of Bidding Documents	December 24, 2024 – January 16, 2025	Hard Copies at Procurement Office, 2 nd Floor, DPWH Bohol 1 st District Engineering Office, Tagbilaran City, Bohol. Downloadable from DPWH Website www.dpwh.gov.ph and philGEPs website www.philgeps.gov.ph
2. Pre-Bid Conference	10:00AM of January 3, 2025	Procurement Office, 2 nd Floor, DPWH Bohol 1 st District Engineering Office, Tagbilaran City, Bohol; Youtube stream @DPWH.Bohol1DEO
3. Buying of Bid Documents Deadline	Deadline: 9:00AM of January 16, 2025	Procurement Office, 2 nd Floor, DPWH Bohol 1 st District Engineering Office, Tagbilaran City, Bohol
4. Receipt of Bids By the BAC	Deadline: 09:30AM of January 16, 2025	Procurement Office, 2 nd Floor, DPWH Bohol 1 st District Engineering Office, Tagbilaran City, Bohol
5. Opening of Bids	10:00AM of January 16, 2025	Procurement Office, 2 nd Floor, DPWH Bohol 1 st District Engineering Office, Tagbilaran City, Bohol; Youtube stream @DPWH.Bohol1DEO

Bidders shall pay the BAC a non-refundable fee of in the amount of **Php 5,000.00** for the Bidding Documents, upon securing hard copies of the Documents. Bidders that downloaded the Documents from the DPWH/PhilGEPs 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.

The Department of Public Works and Highways, Bohol Ist District Engineering Office 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.

Any request for additional information concerning this bidding shall be directed to the following.

For further information, please refer to:

CLAUDIO D. ARDAYENA, JR. A.E.R.
BAC Chairman
Department of Public Works and Highways
(038)422-8317 Local 62004

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Approved by:



CLAUDIO D. ARDAYENA, JR. A.E.R.
BAC Chairman

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