



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
SAMAR 2ND DISTRICT ENGINEERING OFFICE
Regional Office No. VIII



INVITATION TO BID #2025-001
FOR GOODS

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

I. Contract ID : **25GIK0003**
Contract Name : Supply and Delivery of Reproduction Materials and Copier Spare Parts with Free Maintenance and Installation. For use in various operation and documentation in the district for the 1st Quarter
Contract Location : DPWH, Samar 2nd DEO, Catbalogan City, Samar
Project Description of Goods to be Procured: Supply and Delivery of Reproduction Materials and Copier Spare Parts with Free Maintenance and Installation.
Approved Budget for the Contract (ABC) : ₱ 1,447,400.00
Source of Funds : GOP
Delivery Date of Goods/Contract Duration of Service: 15 Calendar Days
Bidding Documents : Php 5,000.00

The BAC is conducting the public bidding for this Contract in accordance with RA 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:

- Registration certificate from SEC, Department of Trade and Industry (DTI) for sole proprietorship, or CDA for cooperative;
- 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;
- Tax clearance per Executive Order 398, series of 2005, as finally reviewed and approved by the BIR;
- Filipino citizen or 60% Filipino-owned partnership/corporation;
- Completion of a similar contract costing at least 50% of the ABC within 90 C.D.; and
- 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.

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

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

Activity	Time	Place
1. Issuance/Downloading of Bidding Documents	March 11, 2025 to March 31, 2025	Hard copies at BAC Secretariat, Samar 2 nd DEO, Catbalogan City, Downloadable from (a) DPWH website www.dpwh.gov.ph , (b) PhilGEPs website www.philgeps.gov.ph , and (c) website of concerned foreign financing institution
2. Pre-Bid Conference	March 20, 2025 9:00 A.M.	Conference Room, Samar 2 nd District Engineering Office, Brgy. Guindapunan, Catbalogan City, Samar

3. Receipt by the BAC of Bids	March 31, 2025 9:00 A.M.	Conference Room, Samar 2 nd District Engineering Office, Brgy. Guindapunan, Catbalogan City, Samar
4. Opening of Bids	Bid Opening Shall Immediately Be Done After Dropping of Bid Documents on <u>March 31, 2025</u>	Conference Room, Samar 2 nd District Engineering Office, Brgy. Guindapunan, Catbalogan City, Samar

Bidders shall pay the BAC an applicable fee for the Bidding Documents, upon securing hard copies of the Documents. Bidders that downloaded the documents 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.

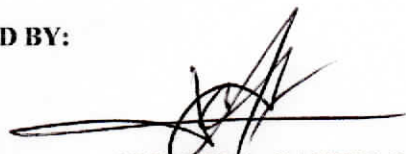
The Department of Public Works and Highways Samar 2nd District Engineering Office, Brgy. Catbalogan City, Samar reserves the right to accept or reject any bid and to annul the bidding process any time before the Contract award, without incurring any liability to the affected bidders.

Any requests for additional information concerning this bidding shall be directed to the following:

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BAC Chairman
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APPROVED BY:


JOELITO A. CASTILLO
Chief, Maintenance Section
(BAC Chairman)

NOTED:


HERMINIO V. GULMATICO
District Engineer