

INVITATION TO BID

1. The Senate of the Philippines through its Bids and Awards Committee (BAC) invites all Philippine Government Electronic Procurement System (PhilGEPS) registered bidders / suppliers to bid for the following:

PROJECT DESCRIPTION	PROJECT ALLOCATION / APPROVED BUDGET FOR THE CONTRACT (ABC)	NON-REFUNDABLE FEE	BID SECURITY (PHP)	COMPLETION / DELIVERY PERIOD
ONE (1) LOT PRINTING AND BINDING OF THE RECORD OF THE SENATE	PHP1,430,000.00	PHP1,430.00	CASH: 28,600.00 BOND: 71,500.00	45 CD after receipt of digital printout of all volumes from LPS

Bidders should have completed a contract similar to the Project.

2. The summary of the bidding activities is as follows:

BIDDING ACTIVITIES	TIME AND DATE VENUE
POSTING OF INVITATION TO BID	Starting July 2,, 2021 PHILGEPS, SENATE WEBSITE AND BULLETIN BOARDS
ISSUANCE AND AVAILABILITY OF BID DOCUMENTS	Starting July 2,, 2021 until July 22, 2021 @ 10am – 12nn Mondays-Thursdays only 4 th Floor, Room 401, GSIS Bldg., Roxas Boulevard, Pasay City PLEASE TAKE NOTE OF THE REQUIREMENTS UNDER THE ATTACHED SENATE ADVISORY FOR NON-SENATE PERSONNEL ENTERING THE SENATE BUILDING. NO WALK-INS. PLEASE CALL THE BIDS AND AWARDS COMMITTEE SECRETARIAT OFFICE FOR AN APPOINTMENT AT THE CONTACT NUMBERS BELOW.
PRE-BID CONFERENCE	July 13, 2021 @ 2:30pm 2 nd Floor, GSIS Bldg., Roxas Boulevard, Pasay City PLEASE TAKE NOTE OF THE REQUIREMENTS UNDER THE ATTACHED SENATE ADVISORY FOR NON-SENATE PERSONNEL ENTERING THE SENATE BUILDING. Non-Senate Personnel must comply with the following requirements upon entry into the Senate premises: a. NO WALK-INS. Request for appointment with the Bids and Awards Committee Secretariat Office AT LEAST ONE (1) DAY BEFORE the scheduled visit/purchase of bidding documents; b. Submit a valid Medical Certificate to the Senate Medical and Dental Bureau stating that visitor is COVID-free; c. Wear a Face Shield and Face Mask while inside the Senate premises; d. Only one (1) representative per company will be allowed to attend the meeting. Bidders who opt to access and attend the meeting online should: a. Formally request or express interest to participate in the bidding process in writing, and provide their email address for purposes of sending information regarding the bidding process; b. Download WEBEX application for android or Desktop to register an account; a. Send one (1) representative only to the online meeting.
DEADLINE FOR SUBMISSION OF BIDS	July 26, 2021 @ 12nn 4 th Floor, Room 401, GSIS Bldg., Roxas Boulevard, Pasay City PLEASE TAKE NOTE OF THE REQUIREMENTS UNDER THE ATTACHED SENATE ADVISORY FOR NON-SENATE PERSONNEL ENTERING THE SENATE BUILDING. NO WALK-INS. PLEASE CALL THE BIDS AND AWARDS COMMITTEE SECRETARIAT OFFICE FOR AN APPOINTMENT.
OPENING OF BIDS	July 27, 2021 @ 2:30pm, 2 nd Floor, GSIS Bldg., Roxas Boulevard, Pasay City PLEASE TAKE NOTE OF THE REQUIREMENTS UNDER THE ATTACHED SENATE ADVISORY FOR NON-SENATE PERSONNEL ENTERING THE SENATE BUILDING. Non-Senate Personnel must comply with the following requirements upon entry into the Senate premises: a. NO WALK-INS. Request for appointment with the Bids and Awards Committee Secretariat Office AT LEAST ONE (1) DAY BEFORE the scheduled visit/purchase of bidding documents; b. Submit a valid Medical Certificate to the Senate Medical and Dental Bureau stating that visitor is COVID-free; c. Wear a Face Shield and Face Mask while inside the Senate premises; d. Only one (1) representative per company will be allowed to attend the meeting. All bidders who purchased the bid documents may opt to access and attend the meeting online. WEBEX invitation will be sent through email. Only one (1) representative per company will be allowed to attend the online meeting.

3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the "Government Procurement Reform Act".
4. 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 and subject to Commonwealth Act 138.

5. A complete set of Bidding Documents may be inspected and acquired by interested Bidders from the Bids and Awards Committee Secretariat Office (see address below) and upon payment of a nonrefundable fee for the Bidding Documents, in amounts pursuant to the Schedule. (Please take note of the Senate requirements under the attached Senate Advisory)
6. Bids must be duly received by the Bids and Awards Committee Secretariat Office at the address below on or before the scheduled deadline. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 18.

Bids shall be opened immediately thereafter during the meeting of the Bids and Awards Committee. Bids will be opened in the presence of the bidders' representatives who choose to attend the meeting. Late bids shall not be accepted.
7. Bidders should submit their duly accomplished eligibility requirements, technical and financial proposals in three separate sealed envelopes at the Bids and Awards Committee Secretariat office.
8. The Senate of the Philippines 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.
9. For further information, please contact:

Mark Theodore E. Magbuhos
Head, BAC Secretariat
Bids and Awards Committee Secretariat Office
Rm. 401, 4/F Senate of the Philippines, GSIS Building,
Roxas Boulevard, Pasay City
Contact Nos. (02) 8552-66-01 local 1602 / 1412 and (02) 8552-67-93
Email Address: bac@senate.gov.ph



ATTY. MARIA VALENTINA S. CRUZ
Chairperson, Bids and Awards Committee