



Republika ng Pilipinas  
**KAGAWARAN NG KATARUNGAN**  
*Department of Justice*  
*Manila*

**INVITATION TO BID**  
(2020-07-04)

The Department of Justice (DOJ), through the Bids and Awards Committee (BAC) is inviting interested parties to bid for the following projects:

- 1) **Purchase of 10 units High-End Laptop and 104 units Regular Laptop**  
Approved budget for the contract : P6,248,000.00  
Delivery period : 60 calendar days (with installation)  
Location : DOJ Padre Faura, Ermita, Manila
- 2) **Supply and Delivery of 90 units Document Scanner and 2 units Projector**  
Approved budget for the contract : P4,080,000.00  
Delivery period : 60 calendar days  
Location : DOJ Padre Faura, Ermita, Manila
- 3) **Purchase of 132 units All In One Ink Tank Printers and 1 unit Multifunction Printer (High End)**  
Approved budget for the contract : P1,762,648.00  
Delivery period : 45 calendar days (with installation)  
Location : DOJ Padre Faura, Ermita, Manila

The prospective bidders must have an experience of having completed, within a period of ten (10) years from date of submission and receipt of bids, at least one (1) contract similar to the contract to be bid, and whose value, adjusted to current price using NSO consumer price indices, must be at least fifty percent (50%) of the ABC to be bid. The Eligibility Check/ Screening as well as the Preliminary Examination of Bids shall use non-discretionary "pass/fail" criteria. Post-qualification of the lowest calculated bid shall be conducted.

All particulars relative to Eligibility Statement and Screening, Bid Security, Performance Security, Pre-bidding Conference, Evaluation of Bids, Post-Qualification and Award of Contract shall be governed by the pertinent provisions of the Revised Implementing Rules and Regulation (IRR) of Republic Act No. 9184 dated 28 October 2016 and GPPB Resolution No. 09-2020, dated 7 May 2020.

The complete schedule of activities is listed, as follows:

ACTIVITIES	SCHEDULE
Issuance of Bidding Documents	04 – 24 August 2020
Pre-Bidding Conference	11 August 2020 at 9:30 a.m. (via google meet-meet.google.com/qrf-gfnh-xgt)
Submission and Receipt of Bids	24 August 2020 before 1:00 p.m. (could be via email or manual submission)
Opening of Bids	24 August 2020 at 2:00 pm (via google meet-meet.google.com/pxq-vane-uqw)

Bid Documents may be obtained from Cash and Disbursement Section, Room 109, Ground Floor, De Las Alas Building, Department of Justice, Padre Faura St., Ermita, Manila. For questions or additional information, you may call the Procurement Management Division at 85262753.

All bids shall be addressed to the Chairperson, Bids and Awards Committee, and may be submitted either personally at the Frontline office of the Department of Justice, Padre Faura Street, Manila **or** electronically via email to [bac-secretariat@doj.gov.ph](mailto:bac-secretariat@doj.gov.ph), copy furnished the Procurement Management Division at [pmd@doj.gov.ph](mailto:pmd@doj.gov.ph).

Prospective bidders who will opt to submit electronically must comply with the following conditions:


- 1) The bid submission must be in an archive format and password protected;
- 2) The bid submission must allow access to a password-protected Bidding Documents on the scheduled date and time of the Opening of Bids. Passwords will be disclosed by the bidders *ONLY* during the actual virtual bid opening;
- 3) The bid submission must be capable of generating an audit trail of transactions.

All participating bidders shall be charged the following non-refundable bid fee, to wit :

- Purchase of 114 units Laptops - P10,000.00;
- Purchase of 90 units Document Scanner and 2 units Projector - P 5,000.00;
- Purchase of 132 units All In One Ink Tank Printers and 1 unit Multifunction Printer (High End) - P 5,000.00

The Department of Justice reserves its right to reject any or all bids, should there be any defect therein, accept the offer most advantageous to the government, and assumes no responsibility whatsoever to compensate or indemnify bidders for any expense incurred in the preparation of the bid.

30 July 2020

  
**MARGARET V. CASTILLO-PADILLA**  
Assistant Secretary  
Chairperson, Bids and Awards Committee