



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

**INVITATION TO BID**  
(2020-11-17)

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 Various Office Supplies not Available in Procurement Service**

Approved Budget of the Contract : P 5,594,306.34  
Delivery Period : 30 calendar days  
Location : DOJ Padre Faura St., Ermita, Manila

**2) Purchase of Various Consumables for Printers**

Approved Budget of the Contract : P 3,053,249.10  
Delivery Period : 30 calendar days  
Location : DOJ Padre Faura St., 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:

<b>ACTIVITIES</b>	<b>SCHEDULE</b>
Issuance of Bidding Documents	26 November – 17 December 2020
Pre-Bidding Conference	04 December 2020 at 10:00 a.m.(via google meet – meet.google.com/vkm-zim-uwx)
Submission and Receipt of Bids	17 December 2020 at 9:00 a.m.
Opening of Bids	17 December 2020 at 10:00 a.m. (for Various Office Supplies) 10:30 a.m. (for Various Consumables for printers) (via google meet – meet.google.com/cou-hvpt-gvm)

Bid Documents may be downloaded or obtained from Cash and Disbursement Section at the Frontline office of the Department of Justice, Padre Faura St., Ermita, Manila. For questions or additional information you may call the Procurement Management Division at 85238481 local 323.

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:

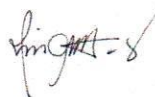
- 1) The bid submission must be in an archive format and password protected;
- 2) The bid submission must allow access to a password-protected Bidding Documents on the scheduled date and time of the Opening of Bids. Passwords will be disclosed by the bidders ONLY during the actual virtual bid opening;
- 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 Various Office Supplies not Available in Procurement Service – P 10,000.00
- Purchase of Various Consumables for Printers - 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.

24 November 2020



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Cuevas Rosario Elena Arenas  
Date: 2020.11.25 13:59:26  
+08'00'

**ROSARIO ELENA A. LABORTE-CUEVAS**  
*Senior State Counsel*  
Vice-Chairperson, Bids and Awards Committee