



Republic of the Philippines  
**DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS**  
**BATANGAS 2<sup>ND</sup> DISTRICT ENGINEERING OFFICE**  
 Batangas City, Batangas, Region IV-A



## INVITATION TO BID

For

### **Supply, Delivery and Installation Of MFP Color Laser Printer (Print, Copy, Scan, File, Fax) to be used in DPWH - Batangas 2nd District Engineering Office**

1. The **Department of Public Works and Highways (DPWH), Batangas II District Engineering Office**, through **FY 2024 EAO**, intends to apply the sum of **Five Hundred Ninety Two Thousand Nine Hundred Pesos Only (Php 592,900.00.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for **24GDE0006 – Supply, Delivery and Installation Of MFP Color Laser Printer (Print, Copy, Scan, File, Fax) to be used in DPWH - Batangas 2nd District Engineering Office**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **Department of Public Works and Highways (DPWH), Batangas II District Engineering Office** now invites bids for:

Contract ID	:	<b>24GDE0006</b>
Contract Name	:	<b>Supply, Delivery and Installation Of MFP Color Laser Printer (Print, Copy, Scan, File, Fax) to be used in DPWH - Batangas 2nd District Engineering Office</b>
Project Location	:	Batangas City, Batangas
Brief Description	:	Supply, Delivery and Installation of MFP Color Laser Printer
Approved Budget for the Contract	:	<u>Php 592,900.00</u>
Source of Funds	:	FY 2024 EAO
Contract Duration	:	60 calendar days

Bidders should have completed, within five (5) years from the date of submission and receipt of bids, a contract similar to the project above. The description of an eligible bidder is contained in the Bidding Documents, particularly in Section II (Instruction to Bidders).

3. Bidding will be conducted through open competitive bidding procedures using non-discretionary "*pass/fail*" criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

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 R.A. No. 5183.

4. Interested bidders may inspect the Bidding Documents and obtain further information from the **Procurement Unit of DPWH Batangas II District Engineering Office, Kumintang Ilaya, Batangas City** during weekdays from **8:00 a.m. to 5:00 p.m.**

5. A complete set of Bidding Documents may be acquired by interested bidders on **November 28, 2024 to December 16, 2024, 8:00 a.m. to 5:00 p.m. and December 17, 2024 before 10:00 a.m.** from the Office of the BAC Secretariat Head and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **One Thousand Pesos (P 1,000.00)**.

Bidding Documents may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided that bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

6. The **DPWH Batangas II District Engineering Office** will hold a Pre-Bid Conference on **December 5, 2024, 9:00 a.m.** at the Conference Room, 2<sup>nd</sup> Floor of **DPWH Batangas II District Engineering Office, Kumintang Ilaya, Batangas City**, which shall be open to prospective bidders.

Interested bidders may also participate in the Pre-Bid Conference, which will be streamed live through the Procuring Entity's Official Youtube Channel, DPWH Batangas 2nd DEO – BAC (<https://m.youtube.com/@DPWH.Batangas2DEO>).

7. Bids must be duly received by the BAC Secretariat at the address on Item No. 13 for manual submission on or before **December 17, 2024, 10:00 a.m.**
8. All prospective bidders must present one (1) company ID and one (1) valid government issued ID at the entrance of the office premises.
9. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 15.
10. Bid opening shall be on **December 17, 2024, 10:00 a.m.** at the Conference Room, 2<sup>nd</sup> Floor of **DPWH Batangas II District Engineering Office, Kumintang Ilaya, Batangas City**. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address at Item No. 13. Late bids shall not be accepted.
11. If at the time of the post-qualification procedure, the BAC verifies that any of the deficiencies is due to the contractor's fault or negligence pursuant to **Section 34.3(b) (ii)** of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184 (2016 RIRR of RA 9184), the Procuring Entity shall disqualify the contractor from the award without any right to reimburse fees and incidental cost paid for the procurement of infrastructure contract subject to be bid.
12. The **DPWH Batangas II District Engineering Office** 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 **Sections 35.6 and 41** of the 2016 revised Implementing Rules and Regulations (IRR) of RA 9184, without thereby incurring any liability to the affected bidder or bidders.
13. For further information, please refer to:

BAC Chairperson:	<b>ERIZA B. ZARASPE</b>
	Chief, Construction Section
Address:	DPWH Batangas II DEO, Kumintang
	Ilaya, Batangas City
Telephone No.:	(043) 402-2907
	(043) 402-2908
Email address:	<a href="mailto:dpwhbatangas2@gmail.com">dpwhbatangas2@gmail.com</a>

BAC Secretariat Head: **MICHAEL JEROME I. CAPONPON**  
Officer-in-Charge,  
Head, Procurement Unit  
Address: DPWH Batangas II DEO, Kumintang  
Ilaya, Batangas City  
Telephone No.: (043) 402-2907  
(043) 402-2908  
Email address: [dpwhbatangas2@gmail.com](mailto:dpwhbatangas2@gmail.com)

14. You may visit the following websites:

For downloading of Bidding Documents at [www.dpwh.gov.ph](http://www.dpwh.gov.ph).

**November 28, 2024**

Approved by:

  
**ERIZA B. ZARASPE**  
Chief, Construction Section  
BAC Chairperson