



INVITATION TO BID

24GE00018 – SUPPLY AND DELIVERY OF VARIOUS OFFICE SUPPLIES FOR USE IN DPWH REGIONAL OFFICE IV-B FOR CY-2025

1. The *Department of Public Works and Highways (DPWH) Region IV-B*, through the *CY-2024 EAO Funds* intends to apply the sum of **One Million Four Hundred Eighty-Five Thousand Four Hundred Nineteen Pesos [Php1,485,419.00]** only, being the Approved Budget for the Contract (ABC) for the payment under contract, Supply and Delivery of Various Office Supplies for use in DPWH Regional Office IV-B for CY-2025, with Contract ID **24GE00018**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *Department of Public Works and Highways (DPWH) Region IV-B* now invites bids for the above Procurement Project. Delivery of the Goods is required within **30 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. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
3. Bidding will be conducted through open competitive bidding procedures using a 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 RA No. 5183.

4. Prospective Bidders may obtain further information from *Department of Public Works and Highways (DPWH) Region IV-B* and inspect the Bidding Documents at the address given below during *Monday to Friday from 7:00 a.m. to 4:00 p.m.*
5. A complete set of Bidding Documents may be acquired by interested Bidders on **December 4, 2024 to December 23, 2024** from the given address and website(s) below *and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of FIVE THOUSAND PESOS only (Php5,000.00).*
6. The *Department of Public Works and Highways (DPWH) Region IV-B* will hold a Pre-Bid Conference on **December 11, 2024 9:00 A.M.** at *Conference Room, DPWH Region IV-A, EDSA, Quezon City*, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through (i) manual submission at the office address indicated below, on or before **December 23, 2024 9:00A.M.** Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.

9. Bid opening shall be on ***December 23, 2024 10:00A.M.*** at the given address below Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The ***Department of Public Works and Highways (DPWH) Region IV-B*** 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 IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

FRIEDRICH KARL L. CAMERO
Chairperson, Bids and Awards Committee
DPWH Region IV-B
EDSA, Quezon City
Tel No. 5318-0368

MARICHU L. VILLA-REAL
Head, BAC Secretariat
DPWH Region IV-B
EDSA, Quezon City
Tel No. 5318-0373

12. You may visit the following websites:

For downloading of Bidding Documents: <https://www.dpwh.gov.ph>

Approved:

SGD
FRIEDRICH KARL L. CAMERO
BAC Chairperson