

BIDS AND AWARDS COMMITTEE

NOTICE OF RE-NEGOTIATED PROCUREMENT

The Philippine International Convention Center (PICC) announces that the Bids and Awards Committee (BAC) will conduct a Negotiated Procurement for the **SUPPLY AND DELIVERY OF VARIOUS OFFICE SUPPLIES**, consisting of one (1) lot as follows:

Description	ABC
LOT I – PAPER & BY PAPER PRODUCTS. (19 ITEMS)	₱133,281.00

The total Approved Budget for Contract (ABC) for this requirement is **ONE HUNDRED THIRTY THREE THOUSAND TWO HUNDRED EIGHTY ONE PESOS (₱133,281.00), VAT Inclusive.**

This will be undertaken in accordance with Sec. 53.1, Two Failed Bids, of the Revised Implementing Rules and Regulations (RIRR) of Republic Act No. 9184 otherwise known as "The Government Procurement Reform Act".

A complete set of documents may be obtained by interested bidders from December 9, 2019 to on or before 10:00 a.m. of December 19, 2019 and upon payment in cash of a non-refundable fee in the amount of:

Description	Cost of Bidding Documents
LOT I – PAPER & BY PAPER PRODUCTS.	₱400.00

Submission of proposals will be on or before 10:00 a.m. of December 20, 2019, at the BAC Secretariat Office, Ground Floor, Delegation Building, PICC Complex, 1307 Pasay City. Attached are the specifications for this particular procurement.


MELPIN A. GONZAGA
Chairman

BIDS AND AWARDS COMMITTEE (BAC)
RE-NEGOTIATED PROCUREMENT

Sir:

We wish to inform you that the procurement of the **SUPPLY AND DELIVERY OF VARIOUS OFFICE SUPPLIES (lot I)**, will be done by way of Alternative Method of Procurement through Negotiated Procurement.

The total Approved Budget for Contract (ABC) for this project is **ONE HUNDRED THIRTY THREE THOUSAND TWO HUNDRED EIGHTY ONE PESOS (P133,281.00), VAT Inclusive.**

Please submit your proposal on or before **10:00 a.m. of December 20, 2019** at the BAC Secretariat, Ground floor, Delegation Building, PICC together with the following:

A. ELIGIBILITY DOCUMENTS:

1. Certified photocopy of the valid and current PhilGEPS Certificate of Registration – Platinum Membership. If any of the documents mentioned in Annex "A" is not current, the new document should be submitted.

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2. Statement of all on-going government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid;
3. Statement of the Single Largest Completed Contract (SLCC) similar to the contract to be bid, entered into within the last three (3) years from the date of submission and opening of bids, and whose value is at least fifty percent (50%) of the ABC. Attach to such statement the following;

- a. Certified photocopy of the SLCC; and
- b. Certificate of Acceptance or Official Receipt or Sales Invoice

4. Net Financial Contracting Capacity (NFCC):

Computation of NFCC must be at least equal to the ABC to be bid, calculated as follows;

NFCC = [(Current assets minus current liabilities) (15)] minus the value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started, coinciding with the contract to be bid.

or a committed Line of Credit from Universal or Commercial Bank, in lieu of its NFCC Computation. The committed Line of Credit must be at least equal to ten percent (10%) of the ABC to be bid.

B. TECHNICAL COMPONENT:

1. Terms of Reference fully accomplished;
2. Notarized Omnibus Sworn Statement with attached;
 - a. For Corporations, the duly notarized Secretary's Certificate; or
 - b. For Sole Proprietorship, the notarized Special Power of Attorney.

C. OTHER DOCUMENTARY REQUIREMENTS:

1. Certified photocopy of the CY 2018 Income and Business Tax Returns filed and paid through the BIR Electronic Filing and Payment System (eFPS);
2. Company Profile with Organizational Chart and sketch of office location;
3. Certificate of Satisfactory Completion & Acceptance of previous PICC projects undertaken within the last three (3) years, if any.

Negotiation shall be made with the bidder who made the lowest offer; should the negotiation fail then the same shall be made with the second lowest offer.

Attached is the Terms of Reference and other requirements for the implementation of the abovementioned requirements.

PICC reserves the right to reject any offer or all quotations found to be disadvantageous to the government.

Very truly yours,


MELPIN A. GONZAGA
Chairman

Date _____

The Chairman
Bids and Awards Committee (BAC)
Philippine International Convention Center (PICC)

Dear Sir/Madam:

In response to your letter dated _____, 2019, I wish to submit our offer for the **SUPPLY AND DELIVERY OF VARIOUS OFFICE SUPPLIES.**

Item No.	Qty.	Unit	ITEM/DESCRIPTION	Unit Price	Total Amount
LOT I – PAPER & BY PAPER PRODUCTS					
1	24	pack	BinCard, 100pcs/pack, Size: 7 1/4" x 3 1/2"		
2	3	piece	Binder Ring Long, 3 Ring D Type 64mm		
3	86	piece	Binder Ring, 2 Ring holes, Legal Size for 210x330m/Black		
4	7	piece	Corrugated Box (size 24" x 14 1/2" x 10")		
5	7	pack	Index Card, Ruled both sides, Size: 5"x8", 100pcs/ pack		
6	2	cart	Label Tape, compatible with Brother P Touch Makers, Standard Laminated Adhesive Cassette TZe221 TZ221 Black Print on white 9mm x 8m		
7	7	pad	Note Pad, Stick On, Size: 47.6mm x 47.6mm, 100 sheet per pad		
8	195	ream	Paper, Book A3, 70 gsm, size: 297mm x 420mm,500 sheets/ream		
9	4	ream	Paper, Book,subs 24,Color: Blue,Size:Long (216mm x 330mm), 500 sheets/ream		
10	9	ream	Paper, Book,subs 24,Color: Green,Size:Long (216mm x 330mm), 500 sheets/ream		
11	13	ream	Paper, Book,subs 24,Color: Pink,Size:Long (216mm x 330mm), 500 sheets/ream		
12	4	ream	Paper, Book,subs 24,Color: Yellow,Size:Long (216mm x 330mm), 500 sheets/ream		
13	9	pack	Paper, Elit Specialty Board, Color: P. Cream 8 1/2 x 11 , Vellum, 220 GSM,10 sheets/pack		
14	113	sheet	Paper, Elit, specialty board, 8 1/2" x 11", 220 gsm, as per sample		
15	2	piece	Paper, Manila, 36"x48"		
16	27	piece	Paper, Morocco, Pre cut, 8.5" x 13", (color: Light Green)		
17	18	ream	Paper, Newsprint, short (8.5"x11")		
18	14	pack	Paper, Photo Glossy , finish , A4 size,210mm x 297mm, 200 gsm 20 sheets/pack		
19	65	pack	Paper, Sticker, Inkjet Friendly,A4 size,matt, (10sheets/pack)		
TOTAL:					

TOTAL AMOUNT OF BID: INCLUSIVE OF VALUE ADDED TAX (VAT)

_____ (P _____)
(Amount in Words) (Amount in figures)

Very truly yours,

Signature of bidder over printed name

Address

Telephone/Fax No.

TERMS OF REFERENCE

A. TECHNICAL SPECIFICATIONS

Item No.	Qty.	Unit	ITEM/DESCRIPTION	COMPLIANCE
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Statement of Compliance				
Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered.				

B. Performance Bond

Form of Performance Security	Amount of Performance Security (Equal to Percentage of the Total Contract Price)
Cash or Cashier's/Manager's Check issued by a Universal or Commercial Bank.	Five percent (5%)
Bank draft/guarantee issued by a Universal or Commercial Bank	Five percent (5%)
Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	Thirty percent (30%)

C. PAYMENT

Full payment shall be made after complete delivery and acceptance of the items and submission of the Sales Invoice. Five percent (5%) of the payment shall be retained to cover the warranty obligations.

D. Schedule of Requirements

Description	Delivery
Supply and Delivery of Various Office Supplies: LOT I – PAPER & BY PAPER PRODUCTS. (19 ITEMS)	Delivery shall be within thirty (30) calendar days after receipt of Notice to Proceed

I hereby commit to comply and deliver all the above requirements in accordance with the above stated schedule.

Name of Company / Bidder

Signature over printed Name of Authorized Representative

Position

Date