



Office of the President of the Philippines  
PRESIDENTIAL MANAGEMENT STAFF  
Malacañang

## INVITATION TO BID

The Office of the President-Presidential Management Staff (OP-PMS), through its Bids and Awards Committee (BAC), hereby invites all eligible supplier to bid for the following:

- NAME OF PROJECT** : PROCUREMENT FOR THE SUPPLY, DELIVERY AND INSTALLATION OF WINDOW BLINDS FOR THE PRESIDENTIAL MANAGEMENT STAFF
- LOCATION** : PMS Building, Arlegui Street, San Miguel, Manila
- APPROVED BUDGET** : PhP2,535,000.00
- FUNDING SOURCE** : FY 2020 Continuing Appropriations
- BRIEF DESCRIPTION** : The acquisition of new window blinds aims to convert the PMS offices into a comfortable workplace with biophilic/nature atmosphere.

Bidders may bid and should have completed, within the last three (3) 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 the Instructions to Bidders.

Bidding will be conducted through open competitive bidding procedure using a non-discretionary "pass/fail" criterion as specified in the Revised Implementing Rules and Regulations (Revised IRR) of Republic Act No. (RA) 9184, otherwise known as the "Government Procurement Reform Act".

Bidding is restricted to Filipino citizens/sole proprietorships, 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 5183 and subject to Commonwealth Act No. (CA) 138.

Interested bidders may obtain further information from the PMS-BAC Secretariat and inspect the Bidding Documents at the OP-PMS temporary office space address indicated above during workdays from **10:00 AM to 6:00 PM**. The complete set of Bidding Documents, with prescribed forms to be used, may be purchased by interested Bidders at the same address and upon payment of a non-refundable amount of **PhP5,000.00**.

It may also be downloaded from the website of the Philippine Government Electronic Procurement System (<http://www.philgeps.net/>), provided that Bidders shall pay the non-refundable fee for the Bidding Documents not later than the submission of their bids.

The schedule of the bidding activities is as follows:

Activities	Schedule/Time/Venue
1. Issuance of Bid Documents	<b>17 January to 10 February 2020 (10:00AM – 6:00 PM) and available at the latest, one hour prior to the opening of bids, 8<sup>th</sup> Floor, AAP Tower, No. 683 Aurora Boulevard, Barangay Mariana, Quezon City</b>
2. Pre-bid Conference	<b>27 January 2020 (11:00 AM), 9<sup>th</sup> Floor Conference Room, AAP Tower, No. 683 Aurora Boulevard, Barangay Mariana, Quezon City</b>
3. Request for Clarification (Deadline)	<b>31 January 2020, 8<sup>th</sup> Floor, AAP Tower, No. 683 Aurora Boulevard, Barangay Mariana, Quezon City</b>
4. Opening of Bids	<b>10 February 2020 (11:00 AM), 9<sup>th</sup> Floor Conference Room, AAP Tower, 683 Aurora Boulevard, Barangay Mariana, Quezon City</b>

Bids must be submitted at the latest **one hour before the deadline for the opening of bids (or at 10:00 AM of 10 February 2020)**, accompanied by a bid security in any of the acceptable forms and in the amount stated in the Instruction to Bidders. The bids shall be opened in the presence of the bidders or their duly authorized representatives who choose to attend at the address indicated above. Late bids shall not be accepted.

The OP-PMS reserves the right to reject any or all Bids, to waive any minor defects therein, to annul the bidding process, to reject all Bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder(s), and to accept only the offer that is most advantageous to the Government.

The PMS assumes no responsibility whatsoever to compensate or indemnify Bidders for any expenses incurred in the preparation of their Bids.

For further information, please refer to:

**Atty. Julius P. Alejandro**

*Head, PMS Bids and Awards Committee Secretariat*

**Ms. Emily L. Franco**

*Member, PMS Bids and Awards Committee Secretariat*

Contact Nos.: (02) 8876-8450 loc. 1034 or (02) 8733-4888



**ANA MARIA A. CADENA**

*Assistant Secretary and Chairperson, PMS-BAC*

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Quezon City, 17 January 2020.