



Invitation to Bid for

“One (1) Lot Rental of Photocopying Machines” Approved Budget for the Contract of P2,000,000.⁰⁰ (Invitation to Bid No.: IB16-375519-04)

1. The **development academy of the philippines (dap)**, through the Corporate Operating Budget Fund for CY 2017 intends to apply the sum of **Two Million Pesos (P2,000,000.⁰⁰)** as the Approved Budget for the Contract (ABC) to payments under the contract for the **“One (1) Lot Rental of Photocopying Machines”** per Invitation to Bid No. **IB16-375519-04**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **dap** now invites bids for the **“Rental of Photocopying Machines”**. **Delivery, Installation and Commissioning of the Goods is required – Fifteen (15) calendar days after the receipt of Notice to Proceed (NTP)**. Bidders should have all its ongoing 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; and single largest completed contract similar to the contract to be bid, within the last two (2) years prior to the date of submission and receipt of bids. The description of an eligible bidder is contained in the Official Bidding Documents (OBD), 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 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the “Government Procurement Reform Act”.

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 5183 and subject to Commonwealth Act 138.

4. Interested bidders may obtain further information from DAP-BAC Secretariat and inspect the Bidding Documents at the address given below starting **November 15, 2016 (Tuesday) from 9:00AM to 5:00PM**.

A complete set of Official Bidding Documents may be purchased by interested Bidders starting **November 15, 2016 (Tuesday)** from the address below and upon payment of a **nonrefundable fee for the Bidding Documents in the amount of Three Thousand Pesos (P3,000.⁰⁰)**. It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of **dap** at **<http://www.dap.edu.ph>**. Bidders intending to join shall pay the nonrefundable fee for the Bidding Documents not later than the submission of their bids.

5. The **dap** will hold a Pre-Bid Conference on **November 24, 2016 (Thursday)** at **2:00PM** at **DAP Pasig City**, which shall be opened only to all interested parties who have purchased/paid the Bidding Documents.
6. Bids must be delivered to the address below on or before on **December 7, 2016 (Wednesda)** at **2:00PM**. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause 18**.

Bid opening shall be on **December 7, 2016 (Wednesda)** at **2:00PM** at **dap Pasig City**. Bids will be opened in the presence of the Bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.

7. The **dap** reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.
8. For further information, please refer to:

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BAC Chairman / Senior Vice-President 