



Republic of the Philippines
PAMANTASAN NG LUNGSOD NG MAYNILA
(University of the City of Manila)
Intramuros, Manila



PLM - BIDS and AWARDS COMMITTEE (PLM-BAC)

INVITATION TO BID

The Pamantasan ng Lungsod ng Maynila, through its Bids and Awards Committee (BAC), invites suppliers/ manufacturers/distributors/contractors to bid for the hereunder project:

Name of Project : **Procurement of Office Supplies for CY 2019 (Ordering Agreement)
Re-Bidding**
Location : PLM, Intramuros, Manila
ABC : **Php 2,085,657.64**

This project shall be procured through an Ordering Agreement arrangement for a period of one (1) year in accordance with the Revised Guidelines on the Use of Ordering Agreement under GPPB Resolution No. 01-2012 dated 27 January 2012.

This project is an itemized procurement of Office Supplies (92 items).

The delivery of goods is within seven (7) calendar days upon receipt of Purchase Order (P.O.) unless otherwise stated in the Purchase Order.

Prospective bidders should have experience in undertaking a similar project within the last 5 years with an amount of at least 50% of the proposed project for bidding. The Eligibility Check/Screening as well as the Preliminary Examination of Bids shall use non-discretionary "pass/fail" criteria. Post-qualification of the lowest calculated bid shall be conducted.

All particulars relative to Eligibility Statement and Screening, Bid Security, Performance Security, Pre-Bidding Conference(s), Evaluation of Bids, Post-Qualification and Award of Contract shall be governed by the pertinent provisions of R.A. 9184 and its Implementing Rules and Regulation (IRR) and the Revised Guidelines on Ordering Agreement under GPPB Resolution No. 01-2012.

The complete schedule of activities is listed, as follows:

Activities	Schedule	Time
1. Issuance of Bid Documents	01 August 2019 to 28 August 2019	8:00 a.m. to 5:00 p.m.
2. Pre-bid Conference	14 August 2019 (Wed.)	2:00 pm
3. Deadline of Submission of Bids	28 August 2019 (Wed.)	2:00 pm
4. Opening of Bids	28 August 2019 (Wed.)	2:00 pm

Bid Documents will be available at the PLM-BAC Secretariat Office (Telefax. No. 528-4592) to prospective bidders upon payment of a **non-refundable** amount of **Php3,000.00** at the Pamantasan ng Lungsod ng Maynila Cashier's Office.

PLM 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.

The Pamantasan ng Lungsod ng Maynila assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of the bid.

Approved by:

Arch. GIL C. EVASCO
BAC Chairperson