



Republic of the Philippines
(Republic Act 7611)

**PALAWAN COUNCIL FOR SUSTAINABLE DEVELOPMENT STAFF
BIDS AND AWARDS COMMITTEE**

**INVITATION TO BID FOR
PR No. 24-10-0002: Office Supplies Expense (Common Office Supplies)**

1. The *Palawan Council for Sustainable Development Staff (PCSDS)*, through the *National Expenditure Program (NEP)* intends to apply the sum of *Eight Hundred Ninety-One Thousand, Seven Hundred Pesos (Php 891,700.00)* being the ABC to payments under the contract for *PR No. 24-10-0002: Office Supplies Expense (Common Office Supplies)*. Bids received in excess of the ABC shall be automatically rejected at bid opening.

Approved Budget for the Contract (breakdown):

DIVISION	ABC PER DIVISION
OED	75,000.00
AFD	300,000.00
EEED	120,000.00
EMED (EMES)	31,000.00
EMED (KRM)	100,000.00
EPRPD	65,000.00
DMD NORTH	40,700.00
DMD SOUTH	45,000.00
DMD CALAMIAN	30,000.00
EZMED	85,000.00
TOTAL	Php 891,700.00

2. The *PCSDS* now invites bids for the above Procurement Project. Delivery of the Goods is required within *sixty (60) Calendar days from receipt of Notice to Proceed (NTP)*. Bidders should have completed, within *(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.

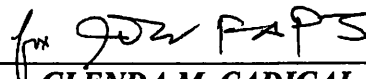
4. Prospective Bidders may obtain further information from *PCSDS* and inspect the Bidding Documents at the address given below during *working days and hours at 8:00 AM to 5:00 PM*.

5. A complete set of Bidding Documents may be acquired by interested Bidders on **10 November 2023** 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 One Thousand Pesos (Php1,000.00)*. The Procuring Entity shall allow the bidder to present its proof of payment for the fees *by providing a copy of the Official Receipt at the address given below*.
6. The **PCSDS** will hold a Pre-Bid Conference on **20 November 2023, 2:00 PM** at **AFD Meeting Room, PCSD Building, Sports Complex Road, Barangay Santa Monica, Puerto Princesa City, Palawan 5300** and/or through video conferencing or webcasting via (**Meeting ID: 825 6962 3196; Passcode PCSDSBAC**), which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, on or before **4 December 2023 at 5:00 PM**. 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 **05 December 2023, 2:00 PM** at the given address below and/or via **Zoom (Meeting ID: 880 9373 6616; Passcode: PCSDSBAC)**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The **PCSDS** 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:

BAC Secretariat
PCSDS
PCSD Building, Sports Complex Road, Barangay Santa Monica
Puerto Princesa City, Palawan 5300
bacpcsd@gmail.com
(048) 434-4235
pcsd.gov.ph

12. You may visit the following websites:
For downloading of Bidding Documents: **pcsd.gov.ph**

8 November 2023



GLENDAM. CADIGAL, RPF
Chairperson