



Philippine  
Overseas  
Employment  
Administration

Republic of the Philippines  
Department of Labor and Employment  
BFO Building, Ortigas Avenue cor. EDSA, Mandaluyong City 1501  
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Hotlines: 722-1144, 722-1155, 722-1166, 722-1177



## INVITATION TO BID

The **PHILIPPINE OVERSEAS EMPLOYMENT ADMINISTRATION (POEA)**, through the 2018 Current Appropriation/Capital Outlay/GASS Allocation intends to apply the sum of **ONE MILLION SEVEN HUNDRED FIFTY TWO THOUSAND SIX HUNDRED SEVENTY SEVEN PESOS AND 14/100 (P1,752,677.14)** to payments under the contract for the bidding for purchase of various inks and toners, being the Approved Budget for the Contract (ABC). Bids received in excess of the ABC shall be automatically rejected at bid opening.

The POEA now invites bids for this project as follows:

ITEM/DESCRIPTION	Approved Budget Ceiling for the Contract	DATE & TIME		Price of Bid Documents (Non-Refundable)
		Pre-Bid Conference	Deadline of Submission and Opening of Bid Documents	
<b>VARIOUS INKS/TONERS (ITB 02-2018)</b>	<b>(P1,752,677.14)</b>	February 28, 2018 2:00 p.m.	March 12, 2018 2:00 p.m.	<b>P5,000.00</b>

Bidders should have completed within the last two (2) 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.

Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the Implementing Rules and Regulations (IRR) of Republic Act (RA 9184), otherwise known as the "Government Procurement Act."

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, cooperatives or corporations, 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. Interested bidders should be enrolled to the Electronic Filing and Payment System (eFPS) program of the Bureau of Internal Revenue (BIR), pursuant to Executive Order No. 398, RR 3-2005, and must be registered under the Philippine Government Electronic Procurement System (PhilGEPS).

A complete set of Bidding Documents may be inspected and purchased by interested bidders at the BAC Secretariat beginning on **21 February, 2018** at any time between 8:00 a.m. to 5:00 p.m. upon payment of a nonrefundable fee for the Bidding Documents. Only bidders who have purchased the bid documents shall be eligible to attend in the Pre-Bid Conference and participate in the bidding process.

The POEA will hold a Pre-Bid Conference on **28 February 2018** 2:00 p.m. at the 3/F Conference Room, Office of the Director, Adjudication Services, Blas F. Ople Bldg., Ortigas Avenue corner EDSA, Mandaluyong City, which shall be open to all interested parties.

Bids must be delivered to the BAC Secretariat, 5/F ESRD Office, c/o POEA Library, POEA Ortigas Avenue corner EDSA, Mandaluyong City on or before **12 March 2018**, 2:00 p.m. All bids must be accompanied by a bid securing declaration or bid security in any of the acceptable forms and in the amount stated in ITB Clause 18.

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Bid opening for this project shall be held on **12 March 2018** at 2:00 p.m., at the 3/F Conference Room, Office of the Director, Adjudication Services, Blas F. Ople Bldg., Ortigas Avenue corner EDSA, Mandaluyong City. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address above-mentioned. Late bids shall not be accepted.

All particulars relative to Eligibility Statement and Screening, Bid Security, Performance Security, Pre-Bidding Conference, 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), as amended.

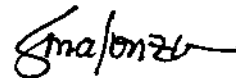
The POEA reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder/s.

The POEA 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:

**BAC Secretariat**  
5/F ESRD Office, c/o POEA Library  
Ortigas Avenue corner EDSA,  
Mandaluyong City  
Telefax: (02) 7277781

Approved by:



**ATTY. SHERILYN G. MALONZO**  
BAC Chairperson

15 February, 2018