



Central Portal for  
Philippine Government  
Procurement Opportunities

## Bid Notice Abstract

### Invitation to Bid (ITB)

**Reference Number** 11382450  
**Procuring Entity** GOVERNANCE COMMISSION FOR GOCC  
**Title** Procurement of One (1) Lot Centralized Print Services Solution for the Governance Commission for GOCCs (GCG) covering the period of 01 January 2025 to 31 December 2025 (P.R. No. 24-0068)  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b>	24-0068	<b>Status</b>	<b>Active</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	1
<b>Procurement Mode:</b>	Public Bidding	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	3
<b>Category:</b>	Information Technology	<b>Date Published</b>	21/10/2024
<b>Approved Budget for the Contract:</b>	PHP 3,000,000.00	<b>Last Updated / Time</b>	21/10/2024 00:00 AM
<b>Delivery Period:</b>		<b>Closing Date / Time</b>	21/11/2024 14:00 PM
<b>Client Agency:</b>			
<b>Contact Person:</b>	JESSA BURCER BUELA Administrative Officer V 3/F CITIBANK Center, 8741 Paseo De Roxas Makati City Metro Manila Philippines 1226 63-2-53104175  jbbuela@gcg.gov.ph		

**Description**

1. The Governance Commission for GOCCs (GCG), through the National Expenditure Program Fiscal Year (FY) 2025 intends to apply the sum of Three Million Pesos Only (₱3,000,000.00) being the ABC to payments under the contract for the One (1) Lot Centralized Print Services Solution for the Governance Commission for GOCCs (GCG) covering the period of 01 January 2025 to 31 December 2025 (P.R. No. 24-0068). Bids received in excess of the ABC shall be automatically rejected at bid opening.

2. The GCG now invites bids for the above Procurement Project. The bidder must be able to deliver, install, and operationalize the proposed Centralized Print Services Solution on or before 01 January 2025, or 15 calendar days from the receipt of Notice to Proceed (NTP), whichever is later. The bidder must have completed a similar contract for the supply and delivery of centralized print services solution for the past three (3) years from the date of submission and receipt of bids. 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 GCG and inspect the Bidding Documents at the address given below during the hours of 8:00am to 3:00pm, Mondays to Fridays.

5. A complete set of Bidding Documents may be acquired by interested Bidders on 21 October 2024 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 Five Thousand Pesos Only (₱5,000.00). The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person, by facsimile, or through electronic means provided that the presentation of the same be done before the scheduled bid opening.

6. The GCG will hold a Pre-Bid Conference on 29 October 2024 at 2:00PM at the GCG Office, 17th Floor Conference Room, BDO Towers Paseo (formerly Citibank Center), Paseo de Roxas, Makati City and/or through video conferencing or webcasting via Microsoft Teams, which shall be open to prospective bidders. Prospective bidders that intend to participate through video conferencing may confirm their attendance by sending their email address to [procurement@gcg.gov.ph](mailto:procurement@gcg.gov.ph) to receive the meeting invitation.

7. Bids must be duly received by the BAC Secretariat through manual submission of physical documents at the office address indicated below on or before 21 November 2024, 2:00PM. Bids submitted late will 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 21 November 2024, 2:00PM at the given address. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity either physically at the given address below or through video conferencing.

10. The GCG 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. In cases involving a tie among bidders, the procuring entity will bring the concerned service providers/suppliers to agree on a method to break the tie which shall be non-discretionary/non-discriminatory and is similarly based on sheer luck or chance.

12. For further information, please refer to:

Christian Paul N. Pinote  
Chief Administrative Officer  
Procurement Management Division  
Governance Commission for GOCCs  
3/F BDO Towers Paseo (formerly Citibank Center)  
8741 Paseo de Roxas, Makati City, Philippines 1226  
[cpnpinote@gcg.gov.ph](mailto:cpnpinote@gcg.gov.ph) / [procurement@gcg.gov.ph](mailto:procurement@gcg.gov.ph)  
Tel. No. (632) 5328-2030 / 5318-1000 loc. 432  
Fax No. (632) 5328-2030 / 5318-1000 loc. 301  
<https://gcg.gov.ph>

13. You may visit the GCG website at <https://gcg.gov.ph> for downloading of Bidding Documents.

#### Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Centralized Print Services Solution	One (1) Lot Centralized Print Services Solution for the Governance Commission for GOCCs (GCG) covering the period of 01 January 2025 to 31 December 2025	1	Lot	3,000,000.00

#### Pre-bid Conference

Date	Time	Venue
29/10/2024	2:00:00 PM	GCG Office, 17th Floor Conference Room, BDO Towers Paseo (formerly Citibank Center), Paseo de Roxas, Makati City and/or through video conferencing or webcasting via Microsoft Teams

**Created by** JESSA BURCER BUELA

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