



## INVITATION TO BID FOR THE PROCUREMENT OF ONE (1) LOT CENTRALIZED PRINT SERVICES SOLUTIONS FOR GCG COVERING THE PERIOD OF 01 JANUARY 2021 TO 31 DECEMBER 2021

1. The Governance Commission for GOCCs (GCG) through the General Appropriations Act of 2021 (GAA 2021) intends to apply the sum of One Million Seven Hundred Thousand Pesos Only (**₱1,700,000.00**), being the ABC, to payments under the contract for the procurement of One (1) Lot Centralized Print Services Solutions for GCG Covering the Period of 01 January 2021 to 31 December 2020 (P.R. No. 20-0042). 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. Delivery of the Services is required beginning 01 January 2021 until 31 December 2021. Bidders should have completed, within three (3) 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 the GCG office and inspect the Bidding Documents at the address given below during the hours of 8:00am to 3:30pm, Mondays to Fridays.
5. A complete set of Bidding Documents may be acquired by interested Bidders starting 26 November 2020 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 **04 December 2020, 10:00am at the GCG Office, 3<sup>rd</sup> Floor, Citibank Center, Paseo de Roxas, Makati City** and/or through video conferencing or webcasting *via Microsoft Teams* which shall be open to prospective

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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 invite.

7. Bids must be duly received by the BAC Secretariat through **manual submission of the physical documents** at the office address indicated below on or before *16 December 2020, 10:00am*. Late bids 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 *16 December 2020, 10:00am* at the given address below. 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. 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. For further information, please contact:  
**Christian Paul N. Pinote**  
*Supervising Administrative Officer*  
*Procurement Management Division*  
  
**Governance Commission for GOCCs**  
3/F Citibank Center, 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 loc. 371 and 415  
Fax No. (632) 5328-2030  
[www.gcg.gov.ph](http://www.gcg.gov.ph)
12. You may visit the website, [www.gcg.gov.ph](http://www.gcg.gov.ph) for downloading of bidding documents

23 November 2020

**DIR. JOHANN CARLOS S. BARCENA**  
*BAC Chairman*

