



INVITATION TO BID FOR THE
PROCUREMENT OF 200 UNITS OF INK
TONERS/CARTRIDGE FOR THE PUBLIC ATTORNEY'S
OFFICE FOR FY 2022
Purchase Request No. 641-07-2022

(Through Public Bidding Pursuant to 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184)

- The **PUBLIC ATTORNEY'S OFFICE**, through the *General Appropriations Act under fiscal year 2022* intends to apply the total amount of **FIVE MILLION TWO HUNDRED EIGHTY FOUR PESOS (Php 5,284,000.00)** being the ABC to payments under the contract for the subject procurement for the Public Attorney's Office, as described as follows:

HP 147Y EXTRA HIGH YIELD BLACK CARTRIDGE		
APPROVED BUDGET FOR THE CONTRACT (Php 5,284,000.00) Staggered Delivery		
Payment terms: Immediately after the issuance of inspection and acceptance report for the complete delivery of goods.		
No. Of pcs.	PRODUCT	DELIVERY SCHEDULE <small>(After issuance of Notice to Proceed)</small>
200 Pcs.	<ul style="list-style-type: none"> • HP 147Y Black Laser Jet Toner suitable, fit and compatible for use with HP PRINTERS (HP Laser Jet Enterprise MFP M635h) • Ink color: Black • Original, new, not remanufactured, not refill • Extra high yield up to 42,000 pages per ink bottle • Strong infiltration capacity, no pore lines, no diffuse, no fade when it is wet on the printed. Excellent fastness rate, printed graphics context will be kept for long time. • Low corrosion and long lifespan 	(100 bottles) 15 days (100 bottles) 30 days *For strict compliance. Subject to the rules on Liquidated damages

- The *Public Attorney's Office* now invites bids for the above Procurement Project. Delivery of the Goods is required to be accomplished within the schedule specified above within a period starting **fifteen (15) calendar days** upon receipt of notice to proceed/deliver. 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 PAO-Bids and Awards Committee and inspect the Bidding Documents at the address given below during **8:00am to 5:00pm**.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **16 August 2022 Tuesday** from the given address and website 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 Ten Thousand Pesos (Php 10,000.00)*. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person.
6. The *PUBLIC ATTORNEY’S OFFICE* will hold a Pre-Bid Conference on **01 September 2022 THURSDAY Time: 10:30a.m.** at the PAO Central Office Library at PAO- Central Office, 5th Floor DOJ Agencies Bldg., NIA Road corner East Avenue, Diliman Quezon City and/or through video conferencing or webcasting *via Zoom¹*, 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 **15 September 2022 THURSDAY 9:30a.m.** 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 **15 September 2022 THURSDAY 10:30a.m.** at the given address below and/or via *Zoom²*. Bids will be opened in the presence of the bidders’ representatives who choose to attend the activity.
10. The *PUBLIC ATTORNEYS OFFICE* 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.

¹ <http://us04web.zoom.us/j/6491347597?pwd=Omk0WjFGelRiOnRXSnpxekZTSEl4dz09> Meeting ID: 649 134 7597 Passcode: PBAC2022

² <http://us04web.zoom.us/j/6491347597?pwd=Omk0WjFGelRiOnRXSnpxekZTSEl4dz09> Meeting I: 649 134 7597 Passcode: PBAC2022