



INVITATION TO BID FOR SUPPLIES AND MATERIALS FOR VARIOUS OFFICE FORMS

The Philippine Charity Sweepstakes Office (PCSO), through the Bids and Awards Committee (BAC) intends to apply the sum of **Two Million One Hundred Eighty-Six Thousand Two Hundred Sixteen Pesos and 19/100 (P2,186,216.19)** being the Approved Budget for the Contract (ABC) to payments under the contract for **Supplies and Materials for Various Office Forms**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

The PCSO now invites bids for **Supplies and Materials for Various Office Forms**. Delivery of Goods is within thirty (30) calendar days from receipt of the Purchase Order and Notice to Proceed. Bidders should have completed, **within 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 Bid 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 Reform Act."

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 5183 and subject to Commonwealth Act 138.

Interested Bidders may obtain further information from the PCSO and inspect the Bid Documents at the address given below from 8:00am to 5:00pm.

A complete set of Bid Documents may be purchased by interested Bidders on **June 22, 2011 up to 9:00am of July 12, 2011** from the address below and upon payment of a nonrefundable fee for the Bid Documents in the amount of **P1,000.00**.

The PCSO will hold a Pre-Bid Conference on **June 29, 2011 at 10:00am**, at the PCSO Conference Room, Ground Floor, PICC Media Center, Secretariat Building, PICC CCP Complex, Roxas Boulevard, Pasay City, which shall be open only to all interested parties who have purchased the Bidding Documents.

Bids must be delivered to the address below on or before **9:30 am of July 12, 2011**. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 18.

Bid opening shall be on **July 12, 2011 at 10:00am** at the PCSO Conference Room, Ground Floor, PICC Media Center, Secretariat Building. Bids will be opened in the presence of the Bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.

The PCSO 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 or bidders.

For further information, please refer to:

The BAC Chairman
c/o The Secretariat
PCSO BAC Room
G/F PICC Media Center
Secretariat Building
PICC CCP Complex
Roxas Boulevard, Pasay City
Tel. Nos. 846-8734/846-8897


JOSE T. MALANG
BAC Chairman