



PASEGURUHAN NG MGA NAGLILINGKOD SA PAMAHALAAN
(GOVERNMENT SERVICE INSURANCE SYSTEM)
Financial Center, Pasay City, Metro Manila 1308

INVITATION TO BID

Supply and Delivery of Toner Cartridges for Existing EPSON Workforce AL-M320DN

1. The Government Service Insurance System (GSIS), through the GSIS Corporate Operating Budget for **CY 2017**, intends to apply the sum of **Four Million Nine Hundred Ninety Six Thousand Pesos (Php4,996,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the *Supply and Delivery of Toner Cartridges for existing EPSON Workforce AL-M320DN*. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The GSIS now invites bids for the *Supply and Delivery of Toner Cartridges for existing EPSON Workforce AL-M320DN*. Delivery of the Goods is required within 15 calendar days from receipt by the winning bidder of the Notice to Proceed. Bidders should have completed, within the past 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) 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 citizen, corporation or association of a foreign country where the laws or regulations of said country grant similar rights or privileges to Filipino citizens, pursuant to RA 5183.

4. Interested bidders may obtain further information from the GSIS Bids and Awards Committee (GBAC) Secretariat and inspect the Bidding Documents at the address given below from 8:00AM to 5:00PM, Monday to Friday excluding holidays.

GBAC Secretariat, Level 2 Core G, GSIS Headquarters Building, Financial Center, Pasay City

5. A complete set of Bidding Documents may be acquired by interested Bidders starting on **27 October 2017 from 8:00AM to 3:00PM** from the abovementioned address and upon payment of the fee for the Bidding Documents in the amount of **Php5,000.00**.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the GSIS website

(www.gsis.gov.ph/opportunities/gbac), provided that bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

6. The GSIS Bids and Awards Committee will hold a Pre-Bid Conference on **03 November 2017, 1:30PM**, at the following address:

GBAC Conference Room, Level 2 Core G, GSIS Headquarters Building, Financial Center, Pasay City

The Pre-Bid Conference shall be open to prospective bidders.

7. Bids must be submitted to the address below and must be duly received by the GBAC Secretariat or other authorized GSIS personnel on or before **November 16, 2017, 10:30AM**. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause Error! Reference source not found.**

GBAC Secretariat, Level 2 Core G, GSIS Headquarters Building, Financial Center, Pasay City

Bid opening shall be on **November 16, 2017, 11:00AM** at the address stated in Item No. 6. Bids will be opened in the presence of the bidders' representatives who choose to attend the said activity. Late bids shall not be accepted.

8. **The GSIS warns the public/bidders of unscrupulous individuals and groups posing as officers/employees of the GSIS soliciting money, gifts, favors or benefits for alleged aid for whatever purpose. DO NOT GIVE anything to these unscrupulous individuals and groups. The GSIS thus enjoins the cooperation of the public/bidders to report these individuals/groups to the GSIS Bids and Awards Committee and GBAC Secretariat.**
9. The GSIS 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 Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
10. For further information, please refer to:

GBAC Secretariat
GSIS Bids and Awards Committee
Level 2 Core G, GSIS Headquarters, Financial Center, Pasay City
Tel Nos. : (02)976-4961/ 976-4945 / Fax No. : (02)859-0373
GBAC_Secretariat@gsis.gov.ph / www.gsis.gov.ph

(Original Signed)
VP JONATHAN C. PINEDA
Chairperson
GBAC for Goods, Services, and
Consultancy - Cluster 2

