

INVITATION TO APPLY FOR ELIGIBILITY AND TO BID
Lease of Photocopying Machines
PMO 04-2010

The Privatization and Management Office through its Bids and Awards Committee (PMO-BAC), intends to apply the Approved Budget for the Contract (ABC) for the Lease of Photocopying Machines. Bids received in excess of the ABC shall be automatically rejected.

The PMO-BAC now invites G-EPS registered companies/contractors to apply for eligibility and to bid for the project cited hereunder for a contract duration of one (1) year.

Project	Approved Budget
Lease of Photocopying Machine	P 450,000.00

Bid documents will be available starting **4 October 2010** from **9:00 a.m. to 5:00 p.m.** at the 3rd Floor PMO-BAC Secretariat upon payment of a non-refundable fee of **FOUR THOUSAND FIVE HUNDRED PESOS (Php 4,500.00)** to the PMO Cashier located at the 6th Floor, Privatization and Management Office, 104 Gamboa Street, Legaspi Village, Makati City.

The PMO-BAC will conduct its **Advance Eligibility Check** to all interested bidders on **20 October 2010, 10:00 a.m.** at the 6th Floor, Privatization and Management Office, 104 Gamboa Street, Legaspi Village, Makati City.

The deadline for Submission of Bids and Eligibility Requirements shall be on **22 October 2010, 10:00 a.m.** to be held at the 6th Floor, Privatization and Management Office, 104 Gamboa Street, Legaspi Village, Makati City.

Bids will be opened on the date, time and place cited above in the presence of the bidders or their representatives. Late bids shall not be accepted. All bids must be accompanied by a Bid Security in any of the following forms:

Form of Security	Minimum Amount in % of ABC
1. Cash, cashier's/manager's check, bank draft/guarantee; OR	Two percent (2%)
2. Surety Bond preferably issued by the GSIS or by any other private surety/insurance company provided it is accompanied by a certification by the Insurance Commission that the surety/insurance company is authorized to issue such instrument.	Five percent (5%)

The PMO-BAC shall not compensate or indemnify bidders for any expenses incurred in the preparation of the bid.

Moreover, **the PMO-BAC reserves the right to reject any or all bid proposals, waive any formality in the bid requirements, declare the bidding a failure without thereby incurring any liability to the affected Bidder or Bidders, or award the contract to the bidders whose offer is the Lowest Calculated and Responsive Bid, and the most advantageous to the Government.**

BIDS AND AWARDS COMMITTEE (BAC)
 PRIVATIZATION AND MANAGEMENT OFFICE
 104 Gamboa Street, Legaspi Village, Makati City
 Tel. No. 817-6331/893-7096 Fax No. 893-3453

Approved by:

FELIPE C. GELLA
*Deputy Privatization Officer and
 Chairperson, PMO-BAC*