

INVITATION TO APPLY FOR ELIGIBILITY AND TO BID
(Lease of Photocopying Machine PMO 05-2009)

The Privatization and Management Office through its Bids and Awards Committee (PMO-BAC), intends to apply the amount of **FOUR HUNDRED THOUSAND PESOS (₱400,000.00)** from the General Appropriations Act being the Approved Budget for the Contract (ABC) for the **Lease of Photocopying Machine**. Bids received in excess of the ABC shall be automatically rejected at the opening of the financial proposals.

The PMO-BAC now invites G-EPS registered companies/contractors that operates in the same business for the last three (3) years to apply for eligibility and to bid for the Lease of Photocopying Machine for a contract duration of one (1) year.

Bid documents will be available starting 20 April 2009, Monday, from 9:00 a.m. to 4:00 p.m. at the 4th Floor PMO-BAC Secretariat upon payment of a non-refundable fee of **Four Thousand Pesos Only (₱4,000.00)** in cash 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 **Pre-Bid Conference** open to all interested bidders on **27 April 2009, Monday, at 2:00 p.m.**, 6th Floor, Privatization and Management Office, 104 Gamboa Street, Legaspi Village, Makati City.

Advance Eligibility Check shall be on **11 May 2009, Monday, at 10:00 a.m.**, 6th Floor, Privatization and Management Office, 104 Gamboa Street, Legaspi Village, Makati City.

Bid Opening shall be on 13 May 2009, Wednesday, at 10:00 a.m., 6th Floor, Privatization and Management Office, 104 Gamboa Street, Legaspi Village, Makati City. Bids will be opened in the presence of the bidders or their representatives who choose to attend. Late bids shall not be accepted. All Bids must be accompanied by a Bid Security in any of the following forms:

<u>Form of Security</u>	<u>Minimum Amount in % of ABC</u>
1. Cash, cashier's check or manager's check; OR	One percent (1%)
2. Bank Guarantee	One & a half percent (1 ½%)

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 bidder 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. 817-8762 / 893-1886
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Approved by:

ELLEN H. RONDAEL
Deputy Privatization Officer and
Chairperson, PMO-BAC