



Republic of the Philippines
Department of Justice
PAROLE AND PROBATION ADMINISTRATION
DOJ Agencies Bldg., NIA Road, Diliman
Quezon City
☎(02-927-00-04) <https://probation.gov.ph>

INVITATION TO BID FOR Supply and Delivery of Printing Equipment Requirements for the Automation of Parole and Probation Case Management System

The *Parole and Probation Administration-Central Office*, through the *authorized appropriations under the FY 2019 General Appropriations Act* ³ intends to apply the sum of **Five Million Nine Hundred Sixty Three Thousand One Hundred Pesos (Php5,963,100.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the ***Supply and Delivery of Printing Equipment Requirements for the Automation of Parole and Probation Case Management System***. Bids received in excess of the ABC shall be automatically rejected at bid opening.

The *Parole and Probation Administration-Central Office* now invites bids for the Supply and Delivery of Printing Equipment Requirements for the Automation of Parole and Probation Case Management System.⁴ ***Delivery of the Goods is required within sixty (60) days upon receipt of 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 Bidding Documents, particularly, in Section II. Instructions to Bidders.

1. 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”.
 - (i) 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.
2. Interested bidders may obtain further information from the address given below and inspect the Bidding Documents at the address given below during office hours.
3. A complete set of Bidding Documents may be acquired by interested Bidders on ***June 24 – July 15, 2019*** from the address below *and upon payment of the applicable fee for*

³ In the case of National Government Agencies, the General Appropriations Act and/or continuing appropriations; in the case of GOCCs, GFIs, and SUCs, the Corporate Budget for the contract approved by the governing Boards; in the case of (LGUs, the Budget for the contract approved by the respective *Sanggunian*. (Section 5(a), R.A. 9184)

⁴ A brief description of the type(s) of Goods should be provided, including quantities, location of project, and other information necessary to enable potential bidders to decide whether or not to respond to the invitation.

*the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Five Thousand Pesos (Php5,000.00) in cash, non-refundable.***

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

4. The *Parole and Probation Administration-Central Office* will hold a Pre-Bid Conference⁵ on **July 3, 2019 Wednesday 10:00 A.M.** at the PPA Multi-Purpose Hall 3rd Floor, DOJ Agencies Bldg., NIA Road corner East Avenue, Diliman, Quezon City which shall be open to prospective bidders.
5. Bids must be duly received by the BAC Secretariat at the address below on or before **July 15, 2019 Monday, 9:30 A.M.** 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 15, 2019, Monday, 10:00 A.M.** at the PPA Multi-Purpose Hall 3rd Floor, DOJ Agencies Bldg., NIA Road corner East Avenue, Diliman, Quezon City. 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.

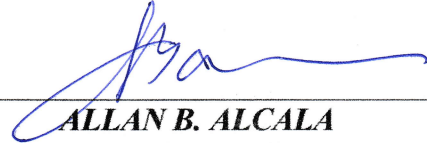
Activities	Schedule/Date
Advertisement /Posting of Invitation to Bid	June 24 – July 15, 2019
Issuance and Availability of Bid Documents	June 24 – July 15, 2019
Pre-Bid Conference	July 3, 2019 10:00 A.M.
Request for Clarification ten (10) calendar days before deadline of submission of bids	July 5, 2019 1:00 P.M. (Filing of written clarification)
Issuance of Supplemental Bid Bulletin - seven (7) calendar days before deadline of submission of bids	July 8, 2019
Deadline of Submission of Bids	July 15, 2019 Monday 9:30 A.M.
Opening of Bids	July 15, 2019 Monday 10:00 A.M.

6. The *Parole and Probation Administration-Central 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 Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

⁵May be deleted in case the ABC is less than One Million Pesos (PhP1,000,000) where the Procuring Entity may not hold a Pre-Bid Conference.

7. For further information, please refer to:

*Parole and Probation Administration-Central Office BAC Secretariat
2nd Floor Administrative Division
DOJ Agencies Bldg., NIA Road corner East Avenue, Diliman, Quezon City
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ALLAN B. ALCALA
PPA-CO BAC Chairperson