



Republic of the Philippines
OFFICE OF THE OMBUDSMAN
Office of the Deputy Ombudsman for Luzon
Agham Road, Diliman, Quezon City 1104

**INVITATION TO BID
FOR THE ONE (1) YEAR LEASE/RENTAL OF EIGHT (8) UNITS
COPYING MACHINE**

The Office of the Deputy Ombudsman for Luzon through the General Appropriation Act intends to apply the sum of **Four Hundred Thousand Pesos (Php400,00.00)** being the Approved Budget for the Contract (ABC) as payment for the One (1) year Lease/Rental of Eight (8) Units of Copying Machine for the use of OMB-Luzon. Bids received in excess of the ABC shall be automatically rejected at bid opening.

The Office of the Deputy Ombudsman for Luzon now invites bids for the **Supply and Delivery of Eight (8) Units of Copying Machine for the Office of the Deputy Ombudsman for Luzon**. Prospective bidders should have experience in undertaking a similar project within the last three (3) years with an amount of at least 50% of the proposed project for bidding. The description of an eligible bidder is contained in the Bidding documents and Instruction to Bidders. Bidding will be conducted through competitive bidding procedures using a non-discretionary “pass/fail” criterion as specified in the Implementing Rules and Regulation (IRR) of Republic Act 9184 (RA9184), otherwise known as the “Government Procurement Reforms Act”.

Bidding is restricted to Filipino citizen/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 organization 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 should enrolled to the Electronic Filing and Payment System (eFPS) program of the Bureau of Internal Revenue (BIR), pursuant to Executive Order No. 398, RR 3-2005, and must be registered under the Philippine Government Electronic Procurement System (PhilGEPS).

Interested bidders may refer to the table below for the schedule of bidding activities:

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| COST OF BIDDING DOCUMENTS | Php400.00 per set (non-refundable) |
| SELLING PERIOD OF BIDDING DOCUMENTS | 11 November 2014 to 03 December 2014 OMB-LUZON BAC Secretariat, 3 rd Floor Ombudsman Building |
| PRE-BID CONFERENCE (Open to all interested parties) | 21 November 2014, 10:00 a.m. OMB Hearing Room, Ground Floor Ombudsman Building |
| DEADLINE FOR SUBMISSION OF BIDS (Bids shall be accompanied by a Bid Security in any of the acceptable forms and in the amount stated in ITB Clause 18. Late bids shall not be accepted) | On or before 04 December 2014, 9:45 a.m. Ombudsman Hearing Room, Ground Floor Ombudsman Building |
| OPENING OF BIDS (Bids will be opened in the presence of the bidders/representatives who choose to attend). | 04 December 2014, 10:00 a.m. Ombudsman Hearing Room, Ground Floor Ombudsman Building |

The Office of the Deputy Ombudsman for Luzon 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 BIDS AND AWARDS COMMITTEE SECRETARIAT
OMBUDSMAN-LUZON**
3rd Floor Ombudsman Building, Agham Road, North Triangle
Diliman, Quezon City 1100
c/o Lorna T. Sitjar #479-73-00 local 324
or Anna Eleanor C. Valt 479-73-00 local 335

BIDS AND AWARDS COMMITTEE