



Republic of the Philippines
Sandiganbayan
Quezon City

INVITATION TO BID

ONE (1) LOT
PROCUREMENT FOR THE SUPPLY AND DELIVERY OF
ASSORTED BRANDED GROCERY ITEMS FOR FIVE
HUNDRED SIX (506) CHRISTMAS GIFT PACKS
(Reference: SB-BID11-2023)

1. The Sandiganbayan, through the *General Appropriations Act of 2023*, intends to apply the sum of **One Million Two Hundred Sixty Five Thousand Pesos only (Php1,265,000.00)**, being the Approved Budget for Contract (ABC) to payment under the contract for the **Supply and Delivery of Assorted Branded Grocery Items for Five Hundred Six (506) Christmas Gift Packs for the Sandiganbayan**. Bids received in excess of the total cost per item shall be automatically rejected.
2. The Sandiganbayan now invites bids for the above Procurement Project. Delivery of the Goods is required by within fifteen (15) calendar days from the issuance and receipt of Notice to Proceed (NTP). Bidders should have completed, within five (5) 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) No. 9184.
 - a. 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 No. 5183.
4. Prospective Bidders may obtain further information from Sandiganbayan and inspect the Bidding Documents at the address given below from 8:00 A.M to 4:00 P.M.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **October 13, 2023**, at the Legal Research and Technical Staff, 2/F, Sandiganbayan Centennial Building, Batasan Road, Commonwealth Ave., Quezon City or may be downloaded at <https://sb.judiciary.gov.ph/> and upon payment of the applicable fee of **One Thousand Two Hundred Pesos (Php1,200.00) only**, pursuant to the latest Guidelines issued by the GPPB. The Procuring Entity shall allow the bidder to present its proof of payment for the fees.
6. The *Sandiganbayan* will hold a Pre-Bid Conference on **October 25, 2023, 2:00 P.M.** through videoconferencing platform which shall be open to all prospective bidders. Interested parties are advised to email the BAC Secretariat at

sbbacsecretariat@gmail.com before the scheduled date of Pre-Bid Conference to request for the online meeting credentials.

7. Bids must be duly received by the BAC Secretariat through **manual submission** at the office address indicated below **on or before November 8, 2023 at 1:30 P.M.** Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
9. **Bid Opening** shall be on **November 8, 2023, 2:00 P.M.** at the given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The Sandiganbayan 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 Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. In case any of the above dates are declared a non-working day by a competent national or local government office, the corresponding procurement activity shall be moved to the next working day.
12. For further information, please refer to:

Atty. Dashell C. Yancha-Po
Chief Judicial Staff Officer
Procurement Management Division
Legal Research and Technical Staff
2/F Sandiganbayan Centennial Building
sbbacsecretariat@gmail.com

(original signed)
Atty. Jason T. Lorenzo
Vice-Chairperson
Bids and Awards Committee

October 2023

