



Republic of the Philippines
Sandiganbayan
Quezon City

INVITATION TO BID
One (1) LOT

***Rental of Eighteen (18) Units of High Speed Photocopying Machines
and Procurement of One Hundred (100) Units of Toners***
(Reference No. SB-BID08-2020)

1. The Sandiganbayan, through the General Appropriations Act of 2020 intends to apply the sum of **One Million Eight Hundred Thousand Pesos only (PhP 1,800,000.00), inclusive of 12% Value Added Tax (VAT), being the Approved Budget for the Contract (ABC)** to payment under the contract for ***One (1) LOT Rental of Eighteen (18) Units of High Speed Photocopying Machines and Procurement of One Hundred (100) Units of Toners with Reference No. SB-BID08-2020.***

Bids received in excess of the ABC shall be automatically rejected at bid opening.

2. The Sandiganbayan now invites bids for the above Procurement Projects. Delivery for the lot is required fifteen (15) days after the receipt by winning bidder of the 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.

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 the 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 November 6, 2020 at the Legal Research and Technical Staff, 2/F, Sandiganbayan Centennial Building, Batasan Road, Commonwealth Ave., Quezon City and from the Procuring Entity's website, <https://sb.judiciary.gov.ph/> and upon payment of **the fee of One Thousand Pesos (Php 1,000.00)**, 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 either through personal, facsimile, or electronic means.

6. The Sandiganbayan will hold a **Pre-Bid Conference on November 18, 2020,¹ 2:00 P.M** at the **G/F, Sandiganbayan Centennial Building**, Commonwealth Avenue, Quezon City and/or through video conferencing or webcasting² which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before **December 1, 2020, 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 **December 1, 2020, 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. For further information, please refer to:

Atty. Dashell C. Yancha-Po
Head, BAC Secretariat
Legal Research and Technical Staff
2/F Sandiganbayan Centennial Building
Commonwealth Ave., Quezon City
sbbacsecretariat@gmail.com

[original signed]
Atty. Ma. Teresa S. Pabulayan
Chairperson, BAC

November 6, 2020

¹ In case any of the dates stated for a procurement activity is declared as a non-working day by a competent national or local government office, the said activity shall be moved to the next working day.

² All interested participants may email the BAC Secretariat at sbbacsecretariat@gmail.com one (1) day before the scheduled Pre-Bid Conference to request for the online meeting credentials.