



INVITATION TO BID
Lease of Photocopying Machines with Multi – Functional Device
for CY 2014 to 2015

1. The **BUREAU OF CUSTOMS (BOC)**, through the General Appropriations Act, intends to apply the sum of Six Million Pesos (₱6,000,000.00) being the Total Approved Budget for the Contract (ABC) to payments under the contract for the *Lease of Photocopying Machines with Multi-Functional Device for CY 2014 to 2015*. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The BOC now invites bids for the Lease of Photocopying Machines with Multi-Functional Device for CY 2014 to 2015. Delivery of the goods shall be in accordance with the Delivery Schedule under Section VI. Schedule of Requirements. 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 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the “Government Procurement Reform Act”.

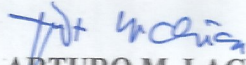
Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest to outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to R.A. 5183 and subject to Commonwealth Act 138.

4. Interested bidders may obtain further information from BOC - Bids and Awards Committee (BAC) Secretariat and inspect the Bidding Documents at the address given below during office hours from 8:00 AM to 5:00 PM.
5. A complete set of Bidding Documents may be purchased by interested Bidders starting on July 15, 2014 from the address below and upon payment of a nonrefundable fee in the amount of *Three Thousand Five Hundred Pesos (₱3,500.00)*. It may also be downloaded free of charge from the website of Philippine Government Electronic Procurement System (PhilGEPS) and the website of BOC, provided that the Bidders shall pay for the Bidding Documents not later than the submission of their bids.
6. The BOC will hold a Pre-Bid Conference on July 22, 2014, 1:30 p.m. at the BAC Conference Room, General Services Division (GSD), OCOM Building, BOC, Port Area, Manila which shall be open to all interested parties.
7. Bids must be delivered to the address below on or before Monday, August 4, 2014, 1:30 p.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 August 4, 2014, 1:30 p.m. at the BAC Conference Room, GSD, OCOM Building, BOC, Port Area, Manila. 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.

8. The BOC 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/s.
9. For further information, please refer to:

BAC Secretariat
General Services Division
Ground Floor, OCOM Building
Bureau of Customs, Port Area, Manila
Telefax No. 527-4519
Email: boc_bacsecretariat@yahoo.com


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Chairperson, BOC - BAC