



**Department of Agriculture
Bureau of Agricultural Research
RDMIC Bldg., Elliptical Rd. Cor. Visayas Ave., Diliman, Q.C. 1104
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Section I. Invitation to Bid

Procurement of Ink Toners for DA-BAR Supplies for FY 2025

1. The **BUREAU OF AGRICULTURAL RESEARCH**, through the **General Appropriations Act (GAA) CY 2025** intends to apply the sum of **One Million Six Hundred Thirty One Thousand Six Hundred Sixty Pesos (PhP1,631,660.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the **Procurement of Ink Toners for DA-BAR Supplies for FY 2025**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **Bureau of Agricultural Research** now invites bids for the above Procurement Project. **Delivery of the goods is required to be delivered within (60) Sixty calendar days from receipt of Notice to Proceed**. Bidders should have completed, within 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).
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, 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 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 BAC Secretariat and Head of Procurement Unit* and inspect the Bidding Documents at the address given below during office hours from **8:00AM to 5:00PM, Monday to Friday**, before the opening of bids, scheduled on **March 19, 2025**.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **17 February 2025 to March 19, 2025** from the given address and website(s) below *Procurement Unit, Bureau of Agricultural Research, RDMIC Bldg., Visayas Avenue, Diliman Quezon City* and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **FIVE THOUSAND PESOS (P5,000.00)**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees upon showing the copy of the official receipt issued by the BAR Cashier.

6. The Bureau of Agricultural Research will hold a Pre-Bid Conference¹ on **February 26, 2025** at 1:30 PM BAC Meeting Room, Annex, Bureau of Agricultural Research, Visayas Avenue, Diliman, Quezon City and/or through video conferencing or webcasting *via* Google Meet: **meet.google.com/mcr-sfff-ypt** which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through physical submission of at least 1 original and 2 photocopies of bidding documents on or before **March 19, at 12:00PM**. 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 **March 19, 2025** at the given address, BAC Meeting Room, Annex, Bureau of Agricultural Research, Visayas Avenue, Diliman, Quezon City and/or **via Google Meet** with the link provided to the participating bidders. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. It may also be downloaded free of charge from the website of the Philippine Government Procurement system (PhilGEPS) and the website of the Procurement Entity, provided that Bidders shall pay the non-refundable fee for the Bidding Documents not later than submission of their bids.
11. The **Bureau of Agricultural Research** 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.
12. For further information, please refer to: **Ms. Judith A. Maghanoy, Head, Procurement Unit, Bureau of Agricultural Research**, RDMIC Bldg., Elliptical Road, Cor. Visayas Ave., Diliman, Quezon City, Tel. No. 461-2900/ 461-2800 local 1117, Fax. No. 927-5691 or email barprocurement@bar.gov.ph
13. You may visit the following websites:

For downloading of Bidding Documents: *PhilGEPS*

February 7, 2025

(ORIGINAL SIGNED)
RAYMOND PATRICK L. CABRERA
BAC Chairman
