



Republic of the Philippines  
 Department of Agriculture  
**SUGAR REGULATORY ADMINISTRATION**  
 Sugar Center Bldg., North Avenue, Diliman, Quezon City, Philippines 1101  
 TIN 000-784-336

**INVITATION TO BID  
 FOR  
 SUPPLY AND DELIVERY OF VARIOUS BRAND NEW COPIER MACHINES**

1. The **Sugar Regulatory Administration (SRA)**, through the **2020 SRA Corporate Operating Budget (COB)** intends to apply the sum of:

Lot No.	No. of Units	Procurement Project /Identification Number	Approved Budget for the Contract (ABC)	Cost of Bidding Documents
1	1 unit	MULTIFUNCTION PHOTOCOPIER/PRINTER WITH BOOKLET FINISHER	Php 600,000.00	Php 1,000.00
2	1 unit	DIGITAL COLOR COPIER WITH ARDF	Php 500,000.00	Php 1,000.00
3	1 unit	MULTI-PURPOSE COPIER MACHINE WITH FEEDER	Php 250,000.00	Php 500.00
4	1 unit	COPIER	Php 150,000.00	Php 500.00
<b>Totals</b>			<b>Php 1,500,000.00</b>	

being the ABC to payments under the contract for each lot/*item*. Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening.

2. The **Sugar Regulatory Administration (SRA)** now invites bids for the above Procurement Project. Delivery of the Goods is required **within thirty (30) calendar days from receipt of the Contract and Notice to Proceed**. 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 **Bids and Awards (BAC) Secretariat, Sugar Regulatory Administration (SRA)** and inspect the Bidding Documents at the address given below during **8:00 AM – 5:00 PM**.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **November 27, 2020 to December 17, 2020** from the given address and website(s) below. The Procuring Entity shall allow the bidder to present its proof of payment for the fees, the manner will be presented in person or electronic means.



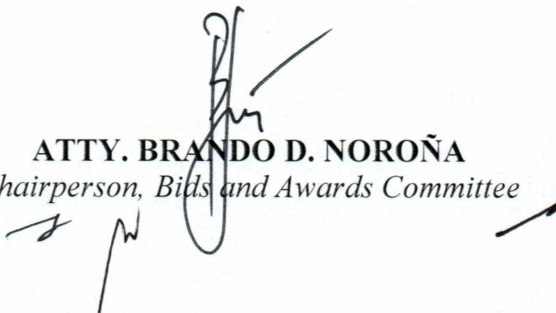
Website: <http://www.sra.gov.ph> Email Address: [srahead@sra.gov.ph](mailto:srahead@sra.gov.ph)  
 Tel. No.: (632)929-3633, (632)455-2135, (632)455-3376



*“A food-secure Philippines with prosperous farmers and fisherfolk”*

6. The **Sugar Regulatory Administration (SRA)** will hold a Pre-Bid Conference<sup>1</sup> on **December 04, 2020, 2:00 PM** at SRA Social Hall, Sugar Regulatory Administration (SRA) and/or through video conferencing or webcasting *via zoom*, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through (i) manual submission at the office address indicated below, (ii) online or electronic submission as indicated below, or both on or before **December 17, 2020 2:00 PM**. 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 17, 2020, 2:00 PM** at **SRA Social Hall, Sugar Regulatory Administration, North Avenue, Diliman, Quezon City** and/or through videoconferencing/webcasting *via zoom*. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. No bidder shall "Deal Secretly" or give commission to any SRA Officers/Employees pursuant to SRA Memorandum dated September 8, 2016. Violation of the restriction shall be a ground for disqualification.
11. The Sugar Regulatory Administration (SRA) 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:  
**Engr. Arnold A. De Castro**  
Head, BAC Secretariat  
Sugar Regulatory Administration (SRA),  
North Avenue, Diliman, Quezon City  
*bacsra@gmail.com*  
Tel. No. (02) 3455-07-93  
*www.sra.gov.ph*
13. You may visit the following websites:  
For downloading of Bidding Documents: ***www.sra.gov.ph***  
For online bid submission: ***bacsra@gmail.com***

**November 19, 2020**

  
**ATTY. BRANDO D. NOROÑA**  
*Chairperson, Bids and Awards Committee*

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<sup>1</sup> May be deleted in case the ABC is less than One Million Pesos (PhP1,000,000) where the Procuring Entity may not hold a Pre-Bid Conference.