



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

## INVITATION TO BID

### PROCUREMENT OF ONE (1) UNIT BRAND NEW HEAVY DUTY MULTI-FUNCTION PRINTER WITH DMS

1. The **Sugar Regulatory Administration** through the **2019 SRA Corporate Operating Budget (COB)** intends to apply the sum of **One Million Five Hundred Thousand Pesos and 00/100 (Php 1,500,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for **Procurement of One (1) Unit Brand New Heavy Duty Multi-Function Printer with DMS**. 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 **Procurement of One (1) Unit Brand New Heavy Duty Multi-Function Printer with DMS**. Delivery of the Goods is required **within thirty (30) calendar days from receipt of the Purchase Order (PO)/Notice to Proceed (NTP)**. Bidders should have completed, within **three (3) 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) 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 5183.

4. Interested bidders may obtain further information from **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 **September 23, 2019 to October 14, 2019** from the address below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Php 5,000.00**.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

Website: <http://www.sra.gov.ph> Email Address: [srahead@sra.gov.ph](mailto:srahead@sra.gov.ph) Tel. No.: (632)455-3376, (632)455-7402, (632)455-2135



6. The **Sugar Regulatory Administration (SRA)** will hold a Pre-Bid Conference on **October 01, 2019 / 2:00 PM** at the **SRA Social Hall, Sugar Regulatory Administration (SRA), North Avenue, Diliman, Quezon City**, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat at the address below on or before **October 14, 2019, 2:00 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 **October 14, 2019, 2:00 P.M.** at **SRA Social Hall, Sugar Regulatory Administration (SRA), North Avenue, Diliman, Quezon City**. 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. No bidder shall "Deal Secretly" or give commission to any SRA Officers/Employees pursuant to SRA Memorandum dated September 8, 2016. Violation of this restriction shall be a ground for disqualification.
9. 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 Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
10. For further information, please refer to: **SRA Bids and Awards Committee (BAC) Secretariat, Sugar Regulatory Administration (SRA), North Avenue, Diliman, Quezon City** at Telephone No. (02) 455-07-93.



**JOSEPHINO M. AGOSTO**  
Chairperson, Bids and Awards Committee

1