



**CONSULATE GENERAL OF THE REPUBLIC OF THE PHILIPPINES
TORONTO**

INVITATION TO BID

The Philippine Consulate General in Toronto, through its Bids and Awards Committee (BAC), hereby invites all eligible distributors/service providers to bid for the following:

NAME OF PROJECT	:	LEASE OF PHOTOCOPYING MACHINE
LOCATION	:	Philippine Consulate General, Toronto, ON
BUDGET	:	Php3,000,000.00
DURATION OF CONTRACT	:	Five (5) Years
BRIEF DESCRIPTION	:	The distributor/service provider shall lease to the Consulate the digital photocopying machine with sorter, automatic back-to-back copying, network printer, fax and scanner, stapling capabilities, color & b/w, automatic feeder, 55-60 pages per minute.

Bidders should have completed, within the last two (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 the Instruction to Bidders.

Bidding will be conducted through open competitive bidding procedure using a non-discretionary "pass/fail" criterion as specified in the Revised Implementing Rules and Regulations (Revised IRR) of Republic Act (RA) 9184, otherwise known as the "Government Procurement Reform Act".

Bidding is open to all interested bidders, whether local or foreign, subject to the conditions for eligibility provided in the Revised IRR of RA 9184.

Interested bidders may obtain further information from the PCG in Toronto and inspect the Bidding Documents at the address given below during 9:00 am to 4:00 pm.

A complete set of Bidding Documents will be available to interested bidders on 9 February 2018 from the address below and upon payment of a non-refundable fee for the Bidding Documents in the amount of Two Thousand Pesos (Php5,000.00) or its equivalent CAD\$ at the Philippine Consulate General Cashier.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) www.philgeps.gov.ph and the website of the Philippine Consulate General in Toronto, provided that bidders shall pay the non-refundable fee for the Bidding Documents not later than the submission of their bids.

The Philippine Consulate General-Bids and Awards Committee has scheduled the following activities for the said Project which shall be open only to all interested parties who have purchased the Bidding Documents:

Pre-Bid Conference	Deadline for Submission and Receipts of Bids	Bid Opening
16 February 2018, Friday, 10:00 am	28 February 2018, Wednesday, 12:00 noon	28 February 2018, Wednesday, 2:00 pm
Venue: Philippine Consulate General in Toronto, Conference Room, 160 Eglinton Avenue East, 7 th Floor, Toronto, Ontario M4P 3B5		

Bids must be delivered to the address below on or before 28 February 2018 at 12:00 noon. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in Section 27.2 of the IRR of RA No. 9184.

Bid opening shall be on 28 February 2018 at 2:00 pm at the PCG Conference Room. 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.

The PCG-BAC reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to awarding of contract, without thereby incurring any liability to the affected bidder or bidders.

For further information, please refer to:

PCG TORONTO-BAC SECRETARIAT
Philippine Consulate General
160 Eglinton Avenue East, 7th Floor,
Toronto, Ontario M4P 3B5
Tel. No. 416-922-7181; Fax No. 416 922 2638
Email address: consularmatters@philcongen-toronto.com


EDWIN GIL Q. MENDOZA
Alternate Chairperson

8 February 2018