

**INVITATION TO BID FOR THE  
Procurement of Photocopying Machine Rental Services  
(PGC-BAC-2022-006G)**

1. The **PHILIPPINE GUARANTEE CORPORATION**, through the *2022 Corporate Operating Budget* intends to apply the sum of **Pesos: One Million One Hundred Seventy-Two Thousand Seven Hundred Eighty-Four (Php1,172,784.00)**, *inclusive of applicable taxes*, being the ABC to payments under the contract for the **Procurement of Photocopying Machine Rental Services/PGC-BAC-2022-006G**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **PHILIPPINE GUARANTEE CORPORATION** now invites bids for the above Procurement Project. Delivery of the Goods is required by *ten (10) calendar days upon the issuance of the Notice to Proceed for a contract period of One (1) year*. 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.
  - a. 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 **PHILIPPINE GUARANTEE CORPORATION** and inspect the Bidding Documents at the address given below during **9:00 A.M. to 4:00 P.M.**
5. A complete set of Bidding Documents may be acquired by interested Bidders on **May 30, 2022** from the given address and website(s) 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 Pesos: Five Thousand (Php5,000.00)*. The Procuring Entity shall allow the bidder to present its proof of payment for the fees **in person**.

6. The ***PHILIPPINE GUARANTEE CORPORATION*** will hold a Pre-Bid Conference<sup>1</sup> on **June 8, 2022; 2:00 P.M.** through video conferencing or webcasting *via webex*, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before **June 20, 2022; 1:45 P.M.** 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 **June 20, 2022; 2:00 P.M.** at the given address below and/or *via webex*. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The ***PHILIPPINE GUARANTEE CORPORATION*** 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.
11. For further information, please refer to:

*MS. ROSEMARIE N. PRINCIPE*  
*BAC Secretariat*  
PHILGUARANTEE JADE BUILDING OFFICE  
2F, Jade Building, 335 Sen. Gil J. Puyat Avenue  
Makati City, Philippines  
[8897-3293/bacsecretariat@philguarantee.gov.ph](mailto:8897-3293/bacsecretariat@philguarantee.gov.ph)

12. You may visit the following websites:

For downloading of Bidding Documents: [philguarantee.gov.ph](http://philguarantee.gov.ph) / [philgeps.gov.ph](http://philgeps.gov.ph)

May 30, 2022

  
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**IAN A. BRIONES**  
BAC Chairperson

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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.