



## INVITATION TO BID FOR THE PROCUREMENT OF VARIOUS HP TONERS FOR FY 2024 (4 LOTS)

1. The **PROFESSIONAL REGULATION COMMISSION – CENTRAL OFFICE (PRC-CO)** through the **Government of the Philippines (GOP) General Appropriations Act (GAA) of 2024 (R.A. No. 11975 dated December 25, 2023)** intends to apply the sum of **FIVE MILLION FOUR HUNDRED ONE THOUSAND SIX HUNDRED THIRTEEN PESOS AND TEN CENTAVOS (Php5,401,613.10)** being the Approved Budget for the Contract (ABC) to payments under the contract for **ITB-2024-17 TO ITB-2024-20**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

Lot	ITB No.	Description	ABC
1	2024-17	HP 416X LaserJet Toner (black, cyan, yellow, and magenta) • Total: <b>261 carts</b> <ul style="list-style-type: none"><li>○ 82 black</li><li>○ 61 cyan</li><li>○ 60 yellow</li><li>○ 58 magenta</li></ul>	<b>Three Million One Hundred Sixty-Eight Thousand Seven Hundred Forty-Eight Pesos and One Centavo (Php3,168,748.01)</b>
2	2024-18	HP 215A LaserJet Toner (black, cyan, yellow, and magenta) • Total: <b>76 carts</b> <ul style="list-style-type: none"><li>○ 21 black</li><li>○ 19 cyan</li><li>○ 18 yellow</li><li>○ 18 magenta</li></ul>	<b>Three Hundred Eighteen Thousand Three Hundred Ninety Pesos and Seven Centavos (Php318,390.07)</b>
3	2024-19	HP CF237A Toner, black Total: <b>38 carts</b>	<b>Four Hundred Fifty-Five Thousand Eight Hundred Seventy-Three Pesos and Forty-Six Centavos (Php455,873.46)</b>
4	2024-20	HP 107A Toner, black Total: <b>468 carts</b>	<b>One Million Four Hundred Fifty-Eight Thousand Six Hundred One Pesos (Php1,458,601.56)</b>
Total:			<b>Five Million Four Hundred One Thousand Six Hundred Thirteen Pesos and Ten Centavos (Php5,401,613.10)</b>

2. The **PRC - CO** now invites bids for the above Procurement Project. Delivery of the Goods is required within the duration indicated in the Schedule of Requirements from the receipt of Notice to Proceed. Bidders should have completed, within four (4) years specifically from January 2020 to the date of submission and opening of bids, a contract equivalent to at least 50% of the ABC that is 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 **PRC – CO Bids and Awards Committee (BAC) Secretariat** and inspect the Bidding Documents at the address given below during **office hours**.
5. A complete set of Bidding Documents may be acquired by interested Bidders on 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 **TEN THOUSAND PESOS (Php10,000.00)**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person at the address given below.
6. The **PRC-CO** will hold a Pre-Bid Conference on **10:00AM, March 22, 2024** at BAC Conference Room, 3<sup>rd</sup> Floor, PRC Annex Building via videoconferencing, which shall be open to prospective bidders. For proper coordination, all interested bidders are hereby requested to submit their Letter of Intent to participate, including therein contract details, and send to [bac@prc.gov.ph](mailto:bac@prc.gov.ph) on or before **March 21, 2024**.
7. Bids must be duly received by the BAC Secretariat at the office address indicated below on or before 9:00AM, **April 4, 2024** 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 10:00AM **April 4, 2024** at the given address below. Bidders may attend the bid opening via videoconferencing or in person.
10. The **PRC-CO** 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:

**ATTY. KYLIE KAUR M. DADO**  
Secretary, Bids and Awards Committee  
BAC Office, 4<sup>th</sup> Floor, PRC Annex Building  
P. Paredes Street, Sampaloc, Manila  
[bac@prc.gov.ph](mailto:bac@prc.gov.ph)  
+63 (2) 5310-0037

12. You may visit this website: <https://www.prc.gov.ph/procurement-page>

March 14, 2024

**L. LOUIS P. VALERA**  
Chairperson, PRC – Central BAC  
Assistant Commissioner, PRC

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