



Republic of the Philippines
Professional Regulation Commission
Manila



INVITATION TO BID
PROCUREMENT OF LEASE OF OFFICE SPACE FOR THE PROFESSIONAL
REGULATION COMMISSION – CENTRAL OFFICE (PRC-CO) FROM
AUGUST 2025 TO DECEMBER 2025

1. The **PROFESSIONAL REGULATION COMMISSION – CENTRAL OFFICE (PRC-CO)** through the **Government of the Philippines (GOP)** and the General Appropriations Act (GAA) of FY 2025 (**R.A. No. 12116 dated December 30, 2024**) intends to apply the sum of **TWELVE MILLION FOUR HUNDRED FOURTEEN THOUSAND SIX HUNDRED SEVENTY-FIVE PESOS (Php12,414,675.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the **Procurement of Lease of Office Space for the Professional Regulation Commission – Central Office (PRC-CO) from August 2025 to December 2025 / ITB No. 2025-31**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
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 2021 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 the **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 from the given address and website 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 **TWENTY-FIVE THOUSAND PESOS (Php25,000.00)**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees to be presented in person at the address given below.
6. The **PRC** will hold a Pre-Bid Conference on **June 19, 2025 at 10:30 AM** 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 their contact details, and send to bac@prc.gov.ph on or before **June 18, 2025**.
7. Bids must be duly received by the BAC Secretariat at the office address indicated below on or before **July 02, 2025 at 09:30 AM**. 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 **Section II, Instructions to Bidders, Item 14**.
9. Bid opening shall be on **July 02, 2025 at 10:30 AM** 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, 4th Floor, PRC Annex Bldg.
P. Paredes Street, Sampaloc, Manila
bac@prc.gov.ph
+63 (2) 5310-0037

12. You may visit our website indicated below:

<https://www.prc.gov.ph/procurement-page>

June 11, 2025

L. LOUIS P. VALERA
Chairman, PRC – Central Office BAC
Assistant Commissioner, PRC

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