



Republic of the Philippines
Department of Finance
SECURITIES AND EXCHANGE COMMISSION
SEC Building, EDSA, Greenhills, Mandaluyong City
Trunk Line Nos. 584-0921/584-0923
Website: www.sec.gov.ph

INVITATION TO BID

The Securities and Exchange Commission (SEC) through the General Appropriations Act of the CY2015 Annual Procurement Plan intends to apply the sum of Six Hundred Eighty Five Thousand One Hundred Pesos (P685,100.00), inclusive of VAT and other applicable taxes being the Approved Budget for the Contract (ABC) as payment for the Rental of Microfilm Reader/Printer for a period of one (1) year. Bids received in excess of the ABC shall be automatically rejected during the bid opening.

SEC now invites bids for the Rental of Microfilm Reader/Printer for a period of one (1) year. The delivery of goods is required for a period of one (1) year upon receipt of the Notice to Proceed (NTP). Bidders should have completed, within three (3) years prior to the deadline for the submission and opening of bids for this project, a contract similar to the project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II, Instruction to Bidders.

Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the 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 the country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA 5183 and subject to Commonwealth Act 138.

Interested bidders may obtain further information from SEC BAC Secretariat and inspect the Bidding Documents at the address given below during office hours from 8:00 am – 5:00 pm.

A complete set of Bidding Documents may be acquired by Interested Bidders starting 07 January 2015 from the Procurement Division, 4th Floor, SEC Building, EDSA Greenhills, Mandaluyong City, upon payment of a non-refundable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB in the amount of Ten Thousand Pesos (P10,000.00).

The significant time and deadlines for procurement activities are shown below:

BAC Activities	Schedule/Venue
1. Pre-Bid Conference Note: Pre-Bid Conference is open only to interested bidders who have purchased the Bidding Documents.	January 20, 2015 10:00 AM BAC Conference Room, 9 th Floor, SEC Building, EDSA cor. Ortigas Avenue, Mandaluyong City
2. Deadline for submission of any written request for clarification. Note: Prospective bidders are encouraged to submit written request for clarifications/queries prior to the pre-bid conference.	January 23, 2014 5:00 PM SEC BAC Secretariat Human Resources and Administrative Dept. 4 th Floor, SEC Building, EDSA cor. Ortigas Avenue, Mandaluyong City. bacsecretariat@sec.gov.ph
3. Deadline for the submission and receipt of Bids	February 4, 2014 9:00 AM BAC Conference Room, 9 th Floor, SEC Building, EDSA cor. Ortigas Avenue, Mandaluyong City

4. Opening of Bids	February 4, 2014 9:00 AM BAC Conference Room, 9 th Floor, SEC Building, EDSA cor. Ortigas Avenue, Mandaluyong City
5. Deadline for submission of Post-Qualification Documents	February 11, 2015 5:00 PM SEC BAC Secretariat Human Resources and Administrative Dept. 4 th Floor, SEC Building, EDSA cor. Ortigas Avenue, Mandaluyong City.

All bids must be accompanied by a Bid Securing Declaration and Bid Security in any acceptable form and in the amount stated in ITB Clause 18. The bids will be opened in the presence of the Bidders representatives who choose to attend at the address stated above. Late bids shall not be accepted.

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

For further information, please refer to”

SEC BAC Secretariat
Human Resources and Administrative Dept.
4th Floor, SEC Building, EDSA cor. Ortigas Avenue, Mandaluyong City.
Telefax no. (632) 584-5330
Electronic mail: bacsecretariat@sec.gov.ph
Website: <http://www.sec.gov.ph>


JOSE P. AQUINO
Chairman, Bids and Awards Committee