

June 19, 2023

Bid Bulletin No. 1

TWO (2) YEAR CONTRACT OF PHOTOCOPYING SERVICES

A. Please be informed of the **CHANGE IN PROCUREMENT SCHEDULE** particularly:

- **SUBMISSION AND OPENING OF BIDS** (thru courier/physical submission) – from June 21, 2023 to **July 04, 2023**

Please be reminded that all procurement activities shall be on the dates mentioned above at **2:00 PM to be held in the SBMA PPMD Conference Room, Room 201, Building 255, Barryman Road, Subic Bay Freeport Zone and/or thru online video conferencing via Google Meet with the official links provided in the bidding documents**

B. Please take note of the following:

a. There is no preference in the color of bid envelopes and the placing of tabs on each document for easy identification during bid evaluation is preferred.

b. For the submission and receipt of bids, the SBMA is yet to establish its procedure thru electronic means. Accordingly, aside from physical submission, the only alternative is the submission thru courier. However, it shall be the responsibility of the bidders to ensure that their bids submitted thru courier be received by the BAC, through its Secretariat, on or before the deadline for the submission of bids.

c. The payment of bidding documents is not yet available thru online banking / bank transfer because of the manual issuance of billing assessment form and followed by the physical payment of bidding documents at the cashier. The same can be done until 12NN of the day of the submission of bids on July 04, 2023.

d. For bid bulletins, it shall be the responsibility of the bidders to secure copies thereof, which are posted on the PhilGEPs/SBMA websites and/or the SBMA Procurement Service Facebook page.

C. Please be informed that physical attendance during the bid opening shall be **limited** to a maximum of two (2) authorized representatives per bidder.

D. All bidders who will opt to submit their bids thru courier must ensure that the same be received by the BAC, through its Secretariat, on or before the deadline for the submission of bids.

E. Meanwhile, a **complete set of Bidding Documents is available and may be acquired by interested bidders only until 12:00 NN of July 04, 2023.**

F. Further, please be reminded that, subject to Section 25.9 of the revised IRR of Republic Act No. 9184, **unsealed or unmarked bid envelopes shall be rejected.**

G. For the guidance and information of all concerned.



ATTY. MICHAEL M. QUINTOS
Chairperson

Cc: All BAC Members
Technical Working Group
Commission on Audit
NGO

