



REPUBLIKA NG PILIPINAS
KAGAWARAN NG KATARUNGAN
PANGASIWAAN SA PATALAAN NG LUPAIN
(LAND REGISTRATION AUTHORITY)
East Avenue cor. NIA Road
Quezon City

INVITATION TO BID FOR SUPPLY AND DELIVERY OF 60 UNITS OF PAPER SHREDDER MACHINE

1. The **Land Registration Authority (LRA)**, through the Special Account in the General Fund FY 2023 (Fund 151 – MOOE) intends to apply the sum of **ONE MILLION EIGHTY THOUSAND PESOS ONLY (PHP 1,080,000.00)**, inclusive of VAT being the ABC to payments under the contract for **Supply and Delivery of 60 Units of Paper Shredder Machine** with **Project ID No. LRA BAC-PGSM-2023-09**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **LRA** now invites bids for the above Procurement Project, Delivery of the Goods shall be within **Thirty (30) calendar days** upon receipt of an approved Purchase Order in accordance with the Delivery schedule under Section VI Schedule of requirements. The following are the required specifications:

Item No.	Specification
1	<p>Supply and Delivery of 60 Units of Paper Shredder Machine</p> <ul style="list-style-type: none">• Shreds 16 sheets (minimum) per pass into 4mm x 38mm cross-cut particles (Security Level P-4);• 100% Jam Proof System eliminate paper jams and powers through tough jobs;• SilentShred Technology minimizes disruption in shared work spaces;• Patented SafeSense Technology stops shredding when hands touch the paper opening; and• Sleek, modern design with easy-empty 23 litre pull-out bin

Bidders should have completed, within the past two (2) 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.

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 **LRA-Bids and Awards Committee (BAC) Secretariat for Non-Infrastructure** through the contact details given below and inspect the Bidding Documents as posted on the websites of the LRA and the Philippine Government Electronic Procurement System (PhilGEPS).
5. A complete set of Bidding Documents may be acquired by interested Bidders on **September 26, 2023 to October 18, 2023** from the given address below upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **One Thousand Eighty Pesos (PHP 1,080.00)** at the LRA Cashier located at the One Stop Shop (OSS). The LRA shall allow the bidder to present its proof of payment for the fees by presenting it in person.
6. The **Land Registration Authority** will hold a **Pre-Bid Conference on October 04, 2023, 3:00 PM, at 4th Floor, LRA Conference Room, LRA Building, East Avenue corner NIA Road, Diliman, Quezon City**, which shall be open to prospective bidders and/or through videoconferencing/webcasting via *Zoom application* using the following:
Meeting ID: 885 8790 3055
Passcode: 261906
7. **Bids must be duly received** by the BAC Secretariat through manual submission at the address below on or before **October 18, 2023, 12:30 P.M. at 4th Floor, LRA Conference Room, LRA Building, East Avenue corner NIA Road, Diliman, Quezon City. 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 **October 18, 2023, 3:00 PM at 4th Floor, LRA Conference Room, LRA Building, East Avenue corner NIA Road, Diliman, Quezon City**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

For the purpose of constituting a quorum, either the physical and virtual presence of the BAC members shall be considered pursuant to GPPB Resolution No. 09-2020.
10. The Land Registration Authority 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. ROMAN G. IDICA, J.D.
BAC-PGSM Secretariat Assistant Head
Room 407, Office of the Deputy Administrator
Mobile No. 0916-513-0734

NONETTE KHALIL M. AMPARO, RN
BAC-PGSM Secretariat Member
Room 302, 3rd Floor, Office of the Reconstitution Division
Mobile No. 0917-2426183

12. For viewing and downloading of Bidding Documents you may visit:

<http://notices.philgeps.gov.ph/>

<https://lra.gov.ph/bids-opportunities/>

Date Issuance of Bidding Documents:

26 September 2023 at Quezon City



ATTY. TRISTAN E. DE GUZMAN
Chairperson, LRA Bids and Awards Committee
East Avenue corner NIA Road, Diliman, Quezon City