



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 THE SUPPLY AND DELIVERY OF OPEN TYPE STEEL SHELVES

1. The **Land Registration Authority (LRA)**, through the National Expenditure Program (NEP) for FY 2025 intends to apply the sum of **FIVE MILLION TWO HUNDRED THIRTEEN THOUSAND PESOS ONLY (Php 5,213,000.00)**, inclusive of VAT being the ABC to payments under the contract for the **Supply and Delivery of Open Type Steel Shelves** with **Project ID No. LRA BAC-PGSM-2025-07**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

The Land Registration Authority (LRA) will procure the Provision of Janitorial Services Early Procurement Activity (EPA) for FY 2025 to ensure the timely delivery of the needed services, consistent with GPPB Resolution No. 14-2019 dated July 17, 2019. EPA shall refer to the conduct of procurement activities, from posting of the procurement opportunity, if required, until recommendation of the Bids and Awards Committee (BAC) to the HoPE as to the award of the contract for goods to be delivered, infrastructure projects to be implemented and consulting services to be rendered in the following fiscal year (i.e. FY 2023), pending approval of their respective funding sources.

The bidders are hereby notified of the following:

- a. Interested bidders are invited/requested to submit their bid proposals based on the indicative budget (i.e. subject to final approval) through this invitation to Bid, together with the bidding documents.
  - b. The LRA will evaluate the bid proposal and determine the winning bidder. The financial bid proposal of the winning bidder will be the contract price/amount which is considered as the fixed price. However, the Notice of Award (NOA) will only be issued upon the approval of the budget.
  - c. Should there be delay in the award of the contract as the ABC is dependent on the approval of the budget, the bid validity as specified in the bidding documents (which is a maximum of 120 calendar days), may be extended.
2. The **LRA** now invites bids for the Supply and Delivery of Open Type Steel Shelves. The delivery period shall be within **sixty (60) working days** upon receipt of an approved Purchase Order in accordance with the Delivery schedule under Section VI Schedule of requirements. 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). For the Technical Specification see Section VII.
  3. Bidding will be conducted through open competitive bidding 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. The complete set of Bidding Documents can be acquired by interested Bidders on **December 6, 2024 to December 26, 2024** 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 **Five Thousand Two Hundred Thirteen Pesos (Php 5,213.00)** 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 December 13, 2024, 01:00 P.M., at the 5<sup>th</sup> Floor, LRA Multi-Purpose Hall, LRA Building, East Avenue corner NIA Road, Diliman, Quezon City**, which is be open to all prospective bidders either in person or through videoconferencing/webcasting via *Zoom application* using the following:

Meeting ID : 844 2609 5603  
Security Passcode : lra@123

7. **Bids must be duly received** by the BAC Secretariat through manual submission at the address below on or before **December 26, 2024, 12:30 P.M. at the 5<sup>th</sup> Floor, LRA Multi-Purpose Hall, LRA Building, East Avenue corner NIA Road, Diliman, Quezon City. Late bids will 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 will be on **December 26, 2024, 01:00 P.M. at the 5<sup>th</sup> Floor, LRA Multi-Purpose Hall, LRA Building, East Avenue corner NIA Road, Diliman, Quezon City.** Bids will be opened in the presence of the bidders' representatives.  
**For the purpose of constituting a quorum**, either the physical or 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:

- a) **MS. BERNADETTE D. URAGA**  
BAC Non-Infra Secretariat Member  
Room 201 2<sup>nd</sup> Floor, Office of the Planning and Management Division  
Mobile No. 0915-0489204

- b) **MS. EUNALIZE E. ZAPANTA**  
BAC Non-Infra Secretariat Member  
Room 102, Office of the General Services Division  
Mobile No. 0930-1160454

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:*

*06 December 2024 at Quezon City*

  
**MARY JANE G. YSMAEL**

*Chairperson, LRA Bids and Awards Committee*  
*East Avenue corner NIA Road, Diliman, Quezon City*

*MBB*