



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF TRANSPORTATION
MARITIME INDUSTRY AUTHORITY

**INVITATION TO BID FOR
PROCUREMENT OF DOCUMENT SCANNER FOR
THE MARITIME INDUSTRY AUTHORITY**

1. The MARITIME INDUSTRY AUTHORITY, through the **CY 2024 General Appropriations Act (GAA)**, intends to apply the sum of **One Million Nine Hundred Fifty Thousand (Php P1,950,000.00)**, inclusive of VAT and other applicable government taxes, being the ABC to payments under the contract for **DOCUMENT SCANNER**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The MARITIME INDUSTRY AUTHORITY now invites bids for the above Procurement Project. Delivery of the Goods is required within thirty (30) calendar days upon confirmation of Purchase Order (PO). Bidders should have completed, within three (3) years prior to the deadline for the submission and receipt of bids 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.
 - a. Bidding is open to all interested bidders, whether local or foreign, subject to the conditions for eligibility provided in the 2016 revised IRR of RA No. 9184.
4. Prospective Bidders may obtain further information from MARITIME INDUSTRY AUTHORITY Bids and Awards Committee (BAC) and inspect the Bidding Documents at the address given below during 9:00 AM to 4:00 PM.
5. A complete set of Bidding Documents may be acquired by interested Bidders from the address given below on **November 19, 2024 to December 09, 2024** in the amount of **Five Thousand Pesos (Php5,000.00)**. It may also be downloaded from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and at www.marina.gov.ph. Proof of payment shall be presented prior to submission of Bids.
6. The MARITIME INDUSTRY AUTHORITY will hold a Pre-Bid Conference at the address given below on **November 27, 2024**, and through video conferencing via zoom, which shall be open to prospective bidders and can be accessed using the following:

Join Zoom Meeting:

<https://us06web.zoom.us/j/85058626214?pwd=Jp0qjWjgskb27WSRWZBmTmlIyYQgr2.1>

Meeting ID: 850 5862 6214
Passcode: MARINAbac

7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before **December 09, 2024, 11:00 A.M.** 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 submission and opening shall be strictly observed based on the schedule below. Bids will be opened in the presence of the Bidders limited to only one representative, who choose to attend at the address below. Late bids shall not be accepted.
10. The Schedule of Bidding Activities shall be as follows:

ACTIVITIES	DATE/TIME	VENUE
1. Posting of Bid Documents	November 19, 2024 to November 26, 2024	PhilGEPS and MARINA Website and Premises
2. Sale and Issuance of Bid Documents	November 19, 2024 to December 09, 2024 9:00 A.M. to 4:00 P.M. (except on December 09, 2024 which will be until 10:00 AM only)	10th Floor, MARINA Central Office, Port Area, Manila
3. Pre-bid Conference	November 27, 2024 3:00 PM	MARINA Central Office, Port Area, Manila and via zoom
4. Receipt of Requests for Interpretation from the Bidders	until November 28, 2024	via email : bacsec@marina.gov.ph
5. Issuance/Posting of Supplemental/ Bid Bulletin, if any	until December 02, 2024	PhilGEPS and MARINA website
6. Deadline of Submission of Bids	December 09, 2024 11:00 AM	MARINA Central Office, Port Area, Manila
7. Opening of Bid Documents	December 09, 2024 3:00 PM	MARINA Central Office, Port Area, Manila

11. The MARITIME INDUSTRY 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.
12. For further information, please refer to:

MARINA BAC Secretariat
10th floor MARINA Building, Bonifacio Drive corner 20th Street,
Port Area (South), Manila, 1018
bacsec@marina.gov.ph
(02) 8523-2950

13. You may visit the following websites:

For downloading of Bidding Documents:

www.marina.gov.ph

<https://www.philgeps.gov.ph>


Atty. MARIA ROWENA B. HUBILLA
Chairperson, BAC