



Republic of the Philippines  
NATIONAL POLICE COMMISSION  
**PHILIPPINE NATIONAL POLICE  
FORENSIC GROUP**  
Camp BGen Rafael T Crame, Quezon City



### **Invitation to Bid for One (1) Lot Office Supplies Expenses**

1. **THE PNP FORENSIC GROUP (PNP FG)** through Approved General Appropriation Act FY 2024 (Maintenance and Other Operating Expenses) intends to apply the sum of Php3,125,000.00 being the ABC to payments under the contract for the Procurement of One (1) Lot Office Supplies Expenses under PNPFG-GAA24-029-2024.
2. The PNP FG now invites bids for the above Procurement Project. Delivery of the Goods/performance services is required to be delivered within thirty (30) calendar days from receipt of notice to proceed. Bidders should have completed within three (3) 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). Bids received in excess of the ABC shall be automatically rejected at bid opening.
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.
4. Prospective Bidders may obtain further information from PNPFG and inspect the Bidding Documents at the address given below during 8:00 AM to 5:00 PM.
5. A complete set of Bidding Documents may be acquired by interested bidders on March 15, 2024 to March 27, 2024 from the given address and websites below and upon payment of applicable fee for the Bidding Documents, pursuant to latest Guidelines issued by the GPPB. It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided that bidders shall pay the applicable fee for the Bidding Documents on or before the submission of their bids. The Procuring Entity shall allow the bidder to present its proof of payment for the fees as part of its bid documents.
6. The PNP FG-BAC will hold a Pre Bid Conference on March 15, 2024 (Tuesday) at 2:00 PM at PNP Forensic Group, New Conference Room, Camp BGen Rafael T Crame, and Quezon City and/or through Video Conferencing, which shall be open to prospective bidders.
7. Bids must be duly received by the FG BAC Secretariat through manual submission at the office address indicated below on or before March 27, 2024 at 2:00 PM. 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 March 27, 2024 at exactly 2:00 PM at the PNP Forensic Group, New Conference Room, Camp BGen Rafael T Crame, Quezon City. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

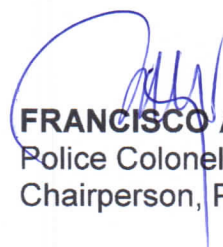
10. The Philippine National Police Forensic Group reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract any time prior to contract award in accordance with Section 35.6 and 41 of the 2016 Revised IRR of RA 9184, without thereby incurring any liability to the affected bidder or bidders.

11. For further information, please refer to:

Name of Office	: Philippine National Police Forensic Group Bids and Awards Committee
Address	: c/o FG BAC Secretariat, 4th Floor PNP Forensic Group Camp BGen Rafael T Crame, Quezon City
Telephone Number	: (02) 8537-4500 local 7499
Website	: <a href="http://www.pnp.gov.ph">www.pnp.gov.ph</a> / <a href="http://www.fg.pnp.gov.ph">www.fg.pnp.gov.ph</a>

12. You may visit the PNP FG website to download the Bidding Documents.

Date Issued: March 7, 2024

  
**FRANCISCO A SUPE JR**  
Police Colonel  
Chairperson, PNP FG BAC ✓