



Procurement of Rental of Photocopier Machine for CAAP Central Office for CY 2025

Bid No. 25-47-07 BRAVO

1. The CIVIL AVIATION AUTHORITY OF THE PHILIPPINES (CAAP), through the CAAP Corporate Budget CY2022 intends to apply the sum of **THREE MILLION SIX HUNDRED FORTY-EIGHT THOUSAND PESOS (PHP3,648,000.00)** being the ABC to payments under the contract for the **Procurement of Rental of Photocopier Machine for CAAP Central Office for CY 2025**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The CAAP now invites bids for the **Procurement of Rental of Photocopier Machine for CAAP Central Office for CY 2025**. Delivery of the Goods is required within **Forty-five (45) Working Days from the receipt of Notice to Proceed (NTP)**. Bidders should have completed, within **the last five (5) 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.
 - a. 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 CAAP and inspect the Bidding Documents at the address given below during *Office Hours from 8AM to 5PM Philippine Time*.
5. Upon payment of the bid documents, bidders must provide their respective email addresses to the BAC Secretariat. All communications, including but not limited to Notices, Resolutions, and Replies, among others, will be sent to the email address provided by the bidder/s. The date when such email was sent shall be considered the date of receipt of the bidder/s for purposes of complying with the requirements under RA 9184.

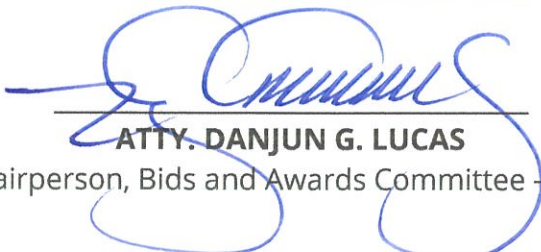


6. A complete set of Bidding Documents may be acquired by interested Bidders on **11 July 2025** from the given address and website(s) below Civil Aviation Authority of the Philippines, Old MIA Road, Pasay City 1300, in the amount of **Php5,000.00 (exclusive of any and all taxes imposed by relevant government agencies)**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees by sending a scan copy of Official Receipt or by showing the Official Receipt personally to CAAP-BAC Secretariat.
7. The CAAP will hold a Pre-Bid Conference on **18 July 2025 @ 9:30 AM** through video conferencing or webcasting via **Google Meet**, which shall be open to prospective bidders.
8. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, on or before **30 July 2025 @ 9:30 AM**. Late bids shall not be accepted.
9. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
10. Bid opening shall be on **30 July 2025 @ 9:30 AM** at the given address below *Civil Aviation Authority of the Philippines, Old MIA Road, Pasay City 1300* and/or via *web conferencing through Google Meet*. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
11. The CAAP 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:

ENGR. LEANDRO R. VARQUEZ

Head, BAC Secretariat
3rd Floor Supply, Procurement Building
Civil Aviation Authority of the Philippines
Old MIA Road corner Ninoy Aquino Avenue
1300 Pasay City, Metro Manila
Telephone number – (02) 8246-4988 loc. 2236
Email: bac@caap.gov.ph
www.caap.gov.ph

13. You may visit the following websites:
For downloading of Bidding Documents: <https://caap.gov.ph/bac-2025/PhilGEPS>


ATTY. DANJUN G. LUCAS
Chairperson, Bids and Awards Committee - Bravo