

**(SECOND NOTICE)
INVITATION TO BID
FOR THE PHOTOCOPYING CHARGES BASED ON THE
PAPERS PRINTED AND TONER CONSUMED**

1. The Embassy of the Philippines in Tokyo, Japan, through the authorized appropriations under the 2019 General Appropriations Act, intends to apply the sum of **Four Million Two Hundred Thousand Japanese Yen (JPY4,200,000.00) or One Million Nine Hundred Eighty Thousand Philippine Peso (Php1,980,000.00)** per BSP exchange rate of Php100 = Jpy2.12 as of 01 November 2018, being the Proposed Budget under Supplies and Materials for the official use of the Embassy. Bids received in excess of the proposed budget shall be automatically rejected at the bid opening.

The Embassy of the Philippines in Tokyo now invites submissions of bids in sealed envelopes for the following items:

Qty.	Item	Specifications	Proposed Budget for the Contract	Delivery
Depends on consumption of papers and toner	Photocopying services and supply of papers and toner	9 Photocopying machines model: Bizhub C284e; Bizhub 363; Bizhub 364 or similar model	JPY4,200,000.00	1 January 2019

The schedule of bidding activities is as follows:

Activities	Schedule
Issuance and Availability of Bid Documents	3 December 2018 at the Administrative Section of the Embassy c/o Consul Leah Victoria C. Rodriguez
Pre Bid Conference	9 December 2018
Deadline of Submission	Until 9.00 a. m., 24 December 2018
Opening of Bids	10:00 a.m. 24 December 2018

*At Conference Room 1-B of the Embassy at the address stated below:

5-15-5 Roppongi, Minato-ku, Tokyo, 106-8537 Japan
Tel.no.(+81) 3-5562-1600 / Fax no.(+81) 3-5562-1603
<http://tokyo.philembassy.net>

2. Delivery of the services of nine (9) photocopiers , papers and toners are required effective 1 January 2019. The description of an eligible bidder is contained in the Bidding Documents, particularly in Section II, instructions to Bidders (ITB), copy attached for reference.

3. Bidding will be conducted through open bidding procedures using non-discretionary “pass/fail” criteria as specified in the implementing Rules and Regulations (IRR) of the Republic Act (RA) 9184, otherwise known as the “Government Procurement Reform Act”, which may be downloaded at www.gbbb.gov.ph/laws/laws/RevisedIRR.RA9184.pdf.

4. Interested Bidders may obtain further information from the Philippine Embassy in Tokyo, Japan attn: Consul Leah Victoria C. Rodriguez and inspect the Bidding Document at the address given below from 9:00a.m. to 6:00p.m.

The bidding documents may be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) www.gpbb.gov.ph/downloadables/form/PBD.GOODS.doc, provided that bidders shall pay the non-refundable fee for the Bidding Documents not later than the submission of their bids.

5. The Philippine Embassy in Tokyo, Japan will hold a Pre-Bid Conference on 9 December 2018 at its Conference Room 1-B with address at 5-15-5 Roppongi, Minato-ku, Tokyo, Japan, which shall be open to all interested parties who have purchased the Bidding Document.

6. The sealed bids must be delivered to the address below on or before the date and time listed above. All sealed bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 18, copy attached for reference .

The opening of the sealed bids shall be done immediately after the deadline on the same date at the Conference Room 1-B with address at 5-15-5 Roppongi, Minato-ku, Tokyo, Japan. The sealed bids will be opened in the presence of the Bidders or Bidders representatives who choose to attend. Late bids shall not be accepted.

7. The Embassy reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award without thereby incurring any liability to the affected bidder or bidders.

8. For further information please refer to:

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5-15-5 Roppongi, Minato-ku- Tokyo, Japan
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Email: leah.rodriquez@philembassy.net

(SGD)EDUARDO M.R. MEÑEZ
Deputy Chief of Mission
Chairman, Bids and Awards Committee
Philippine Embassy, Tokyo, Japan
5-15-5 Roppongi, Minato-ku, Japan