



EMBASSY OF THE REPUBLIC OF THE PHILIPPINES  
EMBAJADA DE LA REPUBLICA DE FILIPINAS  
MADRID

FOREIGN SERVICE OF THE PHILIPPINES  
MADRID, SPAIN  
BAC-MadridPE

**INVITATION TO BID**

**FOR THE RENTAL OF PHOTOCOPYING MACHINES**

1. The Philippine Embassy in Madrid invites bids for the lease/rental of two (2) photocopying machines for the use of the Philippine Embassy in Madrid described as follows:

Lot No	Project Specification	Approved Budget for the Contract (US\$)
1	RENTAL OF TWO (2) UNITS OF PHOTOCOPYING MACHINES	To be determined upon submission of bid

*Please see attached Terms of Reference (TOR)*

2. Bidding will be conducted through open competitive bidding procedures as specified in the Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the "Government Procurement Reform Act".

Bidding is open to all interested bidders, whether local or foreign, subject to the conditions for eligibility provided in the IRR of RA 9184.

3. Interested bidders may obtain further information from the BAC-Madrid PE Secretariat and inspect the Bidding Documents at the address given below, during office hours from 9:00 a.m. to 5:00 p.m.

4. The DFA-BAC has scheduled the following activities for the said Project:

Deadline for Submission and Receipt of Bids	Bid Opening
25 May 2016, Wednesday; 12:00 noon	25 May 2016, Wednesday; 3:00 pm
Venue: Philippine Embassy, C/Eresma 2, 28002 Madrid, Spain	

5. Bids must therefore be delivered to the address below on or before 25 May 2016, 12:00 noon. Late bids shall not be accepted.

Bid opening shall be on 25 May 2016, 3:00 p.m. at the Philippine Embassy in Madrid.

Bids will be opened in the presence of the Bidders' representatives who choose to attend at the address below. Anyone who wishes to observe the proceeding shall be most welcome.

6. 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.
7. For further information, please refer to:

BAC-Madrid PE Secretariat  
Philippine Embassy  
C/ Eresma 2, 28002 Madrid  
Tel. No. 917 823 830  
Email address: [madrid.pe@dfa.gov.ph](mailto:madrid.pe@dfa.gov.ph)

  
EMMANUEL R. FERNANDEZ  
Chairperson

