



I. Invitation to Apply for Eligibility and to Bid

SUPPLY AND DELIVERY OF LICENSES FOR THE ONLINE OFFICE SUITE (CLOUD COMPUTING, PRODUCTIVITY AND COLLABORATION TOOLS, SOFTWARE, AND PRODUCTS) OF PHILIPPINE NORMAL UNIVERSITY

1. The **Philippine Normal University**, through the **GAA 101 2025** intends to apply the sum of **Three Million Five Hundred Thousand Pesos (Php 3,500,000.00)** being the ABC to payments under the contract for **Supply and Delivery of Licenses for the Online Office Suite (Cloud Computing, Productivity and Collaboration Tools, Software, and Products) of Philippine Normal University (GD 2025-05-062)**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **Philippine Normal University** now invites bids for the above Procurement Project. Delivery of the Goods is required by **Forty-Five (45) Calendar Days**. 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).
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.

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 **PNU BAC Secretariat** and inspect the Bidding Documents at the address given below during **7:00 A.M. - 4:00 P.M. (Monday-Friday)**.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **May 12-June 2, 2025** from the given address and website(s) below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Three Thousand Five Hundred Pesos (Php 3,500.00)**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person, by facsimile, or through electronic means.



PHILIPPINE NORMAL UNIVERSITY
The National Center for Teacher Education
BIDS AND AWARDS COMMITTEE
Taft Avenue, Manila
Tel. No. 5317-1768 loc. 730 / 731

6. The **Philippine Normal University** will hold a Pre-Bid Conference on **May 19, 2025 (Monday); 9:00 A.M.** at the **Pedro T. Orata Hall (Room 103)**, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before **June 2, 2025 at 8:30 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 opening shall be on **June 2, 2025 (Monday); 9:00 A.M.** at the **Pedro T. Orata Hall (Room 103)**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The **Philippine Normal University** 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.
11. For further information, please refer to:

*Dr. Teresita T. Rungduin
BAC Secretariat Office
Room 202, Second Floor, Old ITL Building
bac.secretariat@pnu.edu.ph
Telefax: 5317-1768 loc. 730/731
www.pnu.edu.ph*

12. You may visit the following websites:

For downloading of Bidding Documents: <https://www.pnu.edu.ph/bidding-opportunities/>

May 12, 2025

(SGD.) TERESITA T. RUNGDUIN
Chairperson, TR-BAC