



PHILIPPINE NORMAL UNIVERSITY
The National Center for Teacher Education



BIDS AND AWARDS COMMITTEE (BAC)



Taft Ave. cor. Ayala Blvd., Ermita, Manila



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INVITATION TO BID FOR SUPPLY AND DELIVERY OF THE ONLINE OFFICE SUITE (CLOUD COMPUTING, PRODUCTIVITY & COLLABORATION TOOLS, SOFTWARE AND PRODUCTS)

- 1) The **Philippine Normal University**, through the **GAA 101 2026** intends to apply the sum of **Four Million Five Hundred Thousand Pesos (₱4,500,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for **Supply and Delivery of the Online Office Suite (Cloud Computing, Productivity & Collaboration Tools, Software and Products) (GD 2026-06-006)**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
- 2) The **Philippine Normal University** now invites bids for **Supply and Delivery of the Online Office Suite (Cloud Computing, Productivity & Collaboration Tools, Software and Products)** using the **Renewal of Regular and Recurring Services**. Delivery of the Goods is required **Thirty (30) Calendar Days**. Bidders should have completed, at least **Three (3) Years** from the date of submission and receipt of bids, contracts 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 competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the IRR of RA No. 12009.

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) Interested Bidders may obtain further information from **PNU BAC Secretariat** and inspect the Bidding Documents at the address given below from **7:00 A.M. - 5:00 P.M. (Monday-Tuesday, Thursday-Friday)**.
- 5) A complete set of Bidding Documents may be acquired by interested Bidders on **June 18-July 7, 2026** from the address given below upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Four Thousand Five Hundred Pesos (₱4,500.00)**.

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 not later than the submission of their bids.

- 6) The **Philippine Normal University** will hold a Pre-Bid Conference on **June 25, 2026 (Thursday); 10:00 A.M.** at **Edilberto P. Dagot Hall (Multimedia Room)**, which shall be open to prospective Bidders.
- 7) Bids must be duly received by the Bids and Awards Committee (BAC) Secretariat through manual submission at the office address indicated below, on or before **July 7, 2026 at 9:30 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 16.1.
- 9) Bid opening shall be on **July 7, 2026 (Tuesday); 10:00 A.M.** at **Edilberto T. Dagot Hall (Multimedia Room)**. 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 Section 70 of R.A. No. 12009, without incurring any liability to the affected Bidder or Bidders.
- 11) For further information, please refer to:

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- 12) You may visit the following websites:

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

June 18, 2026

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