

Section I

**INVITATION TO APPLY FOR ELIGIBILITY AND TO BID  
PRINTING AND DELIVERY OF VOTERS RECORDS  
REGISTRATION FORMS (VRR) FOR USE IN THE RESUMPTION  
OF THE SYSTEM OF CONTINUING REGISTRATION OF VOTERS  
IN ARMM AREAS ON March 21, 2011**

*(Reference No. 2011-004)*

1. The Commission on Elections (COMELEC), per Commission on Elections En Banc Resolution No. 11-0276 (promulgated on March 8, 2011), approves the sum of *Five Hundred Sixty Four Thousand One Hundred Fifty Three Pesos (Php564,153.00)*, in payments for the printing and delivery of Voters Records Registration Forms (VRR) for use in the resumption of the system of continuing registration of voters in the ARMM areas on March 21-31, 2011, particularly described as follows::

<b>Quantity</b>	<b>Unit</b>	<b>Specifications</b>	<b>Approved Budget for the Contract (ABC)</b>
<b>186,900 sets</b>	sets	<b>Application Form for Registration (CEF 1-A)</b> White paper, black text, book paper, back to back printing for copy of the Election Officer and one side printing for copies for both the Provincial File and Central File, 80 lbs./110 gsm. +/-5%, 8 1/2"x13", 3 copies/set	<b>Php 372,000.00</b>
<b>33,950 sets</b>	sets	<b>Application Form for Transfer (CEF 1-B)</b> Green paper, black text, book paper, back to back printing with white spaces 80 lbs./110 gsm. +/-5%, 8 1/2"x13", 3 copies/set	<b>Php 70,616.00</b>
<b>29,200 sets</b>	set	<b>Application Form for Reactivation (CEF 1-C)</b> Yellow paper, black text, book paper, back to back printing with white spaces 80 lbs./110 gsm. +/-5%, 8 1/2"x13", 3 copies/set	<b>Php 65,992.00</b>
<b>26,450 sets</b>	set	<b>Application Form for Change of Entries/Inclusion of Records in the Book of Voters and Reinstatement of names in the</b>	<b>Php 55,545.00</b>

		<b><i>list of Voters (CEF 1-D)</i></b> <i>Blue paper, black text, book  paperback to back printing with  white spaces 80 lbs./110 gsm. +/-  5%, 8 1/2"x13", 3 copies/set</i>	
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Bids received in excess of the ABC shall be automatically rejected at bid opening.

2. The COMELEC now invites bids for the said printing and delivery of Voters Records Registration Forms (VRR) for use in the resumption of the system of continuing registration of voters in ARMM areas on March 21, 2011. The winning bidder shall fully and completely deliver the unit and all items included therein, subject of its contract, not later than five (5) days from its receipt of the Notice to Proceed. Bidders should have completed, within three (3) years before 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 Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the "Government Procurement Reform Act".
4. Interested bidders may obtain further information from the COMELEC and inspect the Bidding Documents at the address given below from 8:00 A.M to 5:00 P.M, Mondays to Fridays, except holidays:

**THE BAC SECRETARIAT**  
c/o The Law Department  
Commission on Elections  
8<sup>th</sup> Floor, Palacio del Gobernador  
Intramuros, Manila  
Contact Number: 5278092; 5278093, 5271897

5. A complete set of Bidding Documents may be purchased by interested Bidders on March 10-14, 2011 from the address above and upon payment of a non-refundable fee for the Bidding Documents in the amount of **Php15,000.00**.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of COMELEC ([www.comelec.gov.ph](http://www.comelec.gov.ph)), provided that Bidders shall pay the non-refundable fee for the Bidding Documents not later than the submission of their bids.

6. The COMELEC will hold a Pre-Bid Conference on March 10, 2011, 10 o'clock in the morning, at the COMELEC Session Hall, 8<sup>th</sup> Floor, Palacio del Gobernador, Intramuros, Manila, which shall be open only to all interested parties who have purchased the Bidding Documents.
7. Bids must be delivered to the BAC Secretariat, COMELEC Session Hall, on or before March 15, 2011 at 10:00 o'clock in the morning. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in Clause 18 of Instructions to Bidders (ITB). Late bids shall not be accepted.

8. Bid opening shall be on March 15, 2011, 10:00 A.M., at the COMELEC Session Hall. Bids will be opened in the presence of the Bidders' representatives.
9. The COMELEC 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.

  
ATTY. FERDINAND T. RAFANAN  
Chairman  
Bids and Awards Committee