INVITATION TO BID

FOR THE

Procurement of one (1) lot Google Workspace Subscription Renewal

1) The **Philippine Council for Health Research and Development (PCHRD),** through the **General Appropriations Act 2026 (GAA 2026)** intends to apply the sum of **Three Million Pesos (PhP 3,000,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for **Procurement of one (1) lot Google Workspace Subscription Renewal.** Bids received in excess of the ABC shall be automatically rejected at bid opening.

2) The **PCHRD** now invites bids for the **Procurement of one (1) lot Google Workspace Subscription Renewal.** Delivery of the Goods is required **on or before March 15, 2026.** 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 **Philippine Council for Health Research and Development (PCHRD)** and inspect the Bidding Documents at the address given below from **9:00 AM to 4:00 PM**.

5) A complete set of Bidding Documents may be acquired by interested Bidders on **February 05 – 26, 2026 from 8:00 AM to 4:00 PM except Saturdays, Sundays and Holidays, and until 9:30 AM on February 26, 2026** from the address given 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 **Five Thousand Pesos (PhP 5,000.00).**

   It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of 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 **PCHRD** will hold a Pre-Bid Conference on **February 13, 2026 (Friday) at 10:30AM** through video conferencing or webcasting via **Zoom Cloud Meetings**, which shall be open to prospective Bidders.

7) Bids must be duly received by the Bids and Awards Committee (BAC) Secretariat through both manual submission at the office address indicated below and online or electronic submission to the email address as indicated below on or before **February 26, 2026 (Thursday) 10:00AM**. 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 **February 26, 2026 (Thursday) 10:30AM.** Opening of bids is through video conferencing or webcasting via **Zoom Cloud Meetings.** Bids will be opened in the presence of the Bidders' representatives who choose to attend the activity.

10) The **Philippine Council for Health Research and Development (DOST-PCHRD)** 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:

Mr. Cirio D. Pangan Jr.
Secretariat, Bids and Awards Committee
Philippine Council for Health Research and Development
PCHRD Saliksik Building, Sikap Street,
DOST Main Compound, Gen. Santos Ave., Bicutan, Taguig City
Email: procurement@pchrd.dost.gov.ph
Tel. No. 8463-3058

12) You may visit the following websites:

For downloading of Bidding Documents:

https://www.pchrd.dost.gov.ph/bid_opportunities/?bidding_type=bidding-documents&board=

February 05, 2026

(sgd.)
JOANA A. AMERICA
Chairperson, Bids and Awards Committee