



PHILIPPINE RED CROSS

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National Headquarters

Mailing Address: 37 EDSA corner Boni Avenue, Mandaluyong City
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Website: www.redcross.org.ph

INVITATION TO BID

SUPPLY AND DELIVERY OF IT EQUIPMENT FOR PHILIPPINE RED CROSS CHAPTERS

The Philippine Red Cross through Bids and Awards Committee (BAC) would like to invite interested bidders for the:

Item No.	Description	Qty.	UoM	Bid Docs Fee
1	Laptop	10	units	Php1,000.00
2	Microsoft Office Application	10	units	
3	Printer	3	units	

1. Bidding will be conducted through open competitive bidding procedures using the Red Cross Procurement Procedures.
2. Interested Bidders may obtain further information from the PRC BAC Secretariat and inspect the Bidding Documents at the address given below from **11:00 AM to 4:00 PM** beginning **December 04, 2025**. A complete set of bidding documents may be purchased by interested bidders from the address below and upon payment of a non-refundable fee.
3. The method of payment will be cash or **bank to bank transaction** thru **Metrobank**. Account details will be provided upon request. Send a copy of deposit slip through email immediately upon payment to the bank.
4. Bids and eligibility requirements must be delivered to the address below on or before **December 18, 2025, 11:00am**. All Bids must be accompanied by a **Security Bid** in the form indicated in the bid documents. Late Bids shall not be accepted.
5. All bidders interested in participating should undergo the PRC accreditation process by submitting the necessary documents and fees as required by the PRC. No bidders are allowed to participate unless accredited. Attached are the accreditation form and requirements.
6. The PRC reserves the right to accept or reject any bid, to annul the bidding process and to reject all bids any time prior to contract award, without incurring any liability to the affected bidder/s. It likewise assumes no responsibility whatsoever to compensate or indemnify the prospective bidders for any expenses incurred in the processing of their eligibility to bid and/or in preparation of the bid.


LEONARDO P. EBAJO
BAC Chairman

Address to:
Philippine Red Cross
Bids and Awards Committee
#37 EDSA corner Boni Avenue,
Mandaluyong City
Look for Joy/Jer/Jane
RE: IT Eqpt. for PRC Chapters

Always First, Always Ready, Always There.

