



INVITATION TO BID

SUPPLY, DELIVERY, AND INSTALLATION OF THREE (3) UNITS BRAND NEW ELISA READER, FOUR (4) UNITS BRAND NEW ELISA WASHER/DISPENSER, AND TWO (2) UNITS BRAND NEW FULLY AUTOMATED ELISA WORKSTATION FOR THE RESEARCH INSTITUTE FOR TROPICAL MEDICINE (RITM)

Bid Reference No.: GPG-B1-2018-320

1. The **Philippine International Trading Corporation (PITC)** and the **Research Institute for Tropical Medicine (RITM)** intend to apply the sum of the following being the Approved Budget for the Contract (ABC) to payment under the contract for each lot below:

Lot No.	Description	Qty.	ABC (P) (VAT Inclusive)		Funding Source	Bid Security	Cost/Price of Bid Documents (cash payment only) (P)
			Unit Price	Total ABC			
1.	Brand New ELISA Reader	3 Units	988,924.05	2,966,772.15	PITC AR No. 0002677 dated 27 December 2017	<ul style="list-style-type: none"> • Bid Securing Declaration • Cash or Cashier's/ Manager's Check* equivalent to at least 2% of the ABC • Bank Guarantee/ Bank draft or Irrevocable Letter of Credit to at least 2% of the ABC* • Surety bond callable upon demand to at least 5% of the ABC** 	3,000.00
2.	Brand New ELISA Washer/Dispenser	4 Units	988,924.05	3,955,696.20			4,000.00
3.	Brand New Fully Automated ELISA Workstation	2 Units	4,944,620.26	9,889,240.51			9,800.00

Bidders may bid for one, some or all lots.

Separate Bid Security for each lot being bid.

*Only those issued and confirmed by a Local Universal or Local Commercial Bank

**Must be callable upon demand issued by a Surety or Insurance Company duly certified by the Insurance Commission as authorized to issue such bond

2. Bids received in excess of the ABC shall automatically be rejected at Bid Opening.
3. PITC and RITM now invite bids from authorized Philippine dealers, distributors, or resellers for the Supply, Delivery, and Installation of Three (3) Units Brand New Elisa Reader, Four (4) Units Brand New Elisa Washer/Dispenser, and Two (2) Units Brand New Fully Automated Elisa Workstation (hereafter referred to as GOODS).
4. A prospective Bidder must have completed a Single contract of similar nature within last five (5) years amounting to at least fifty percent (50%) of the ABC of the item being bid.
Similar contract shall mean "Laboratory Equipment".
5. **Delivery / Completion Period:** Within **Sixty (60)** calendar days after receipt of Notice to Proceed (NTP) including installation, testing, and commissioning or Opening of Letter of Credit whichever comes later. However, if payment is through a Letter of Credit, the supplier's Proforma Invoice for LC opening must be issued/made to PITC within seven (7) calendar days from receipt of Notice of Award. Also, Single Administrative Document (SAD) must be submitted within seven (7) calendar days upon receipt of the Notice to Submit SAD. Otherwise, the period for delivery shall be reckoned from date of receipt of the Notice to Proceed.

6. **Delivery Place:** Materials Management Department (MMD) Delivery Area, Research Institute of Tropical Medicine, 9002 Research Drive, Filinvest Corporate City, Alabang, Muntinlupa City 1781
7. Open competitive bidding procedures will be conducted using a non-discretionary “pass/fail” criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (R.A.) 9184, otherwise known as the “Government Procurement Reform Act”. All particulars relative to this bidding including Eligibility Checking, Bid Security, Evaluation and Post-Qualification Procedures and Award of Contract shall be governed by **R.A. 9184** and its **2016** Revised IRR.
8. The Invitation to Bid and Bidding Documents may be downloaded from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and PITC website at www.pitc.gov.ph. Interested bidders may inspect the Bidding Documents upon presentation of proper identification during office hours (8:00am – 4:00pm) on weekdays only.
9. The complete set of Bidding Documents may be acquired by interested bidders during office hours (8:00am – 4:00pm) but not later than 4:00pm upon payment of a non-refundable fee as indicated above. The Bidding Documents shall be received personally by the prospective Bidder or his duly authorized representative upon presentation of proper identification document.

It may also be downloaded free of charge from the website of the PhilGEPS and the PITC website, PROVIDED that bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

For the Pre-Bid Conference, bidders are encouraged to send their authorized technical representatives or personnel who are familiar with the bid requirements and will prepare the documents for the bidder.

10. The **Schedule of Bidding Activities** shall be as follows:

ACTIVITIES	TIME	VENUE
1) Sale and Issuance of Bidding Documents	8:00 AM to 4:00 PM only Mondays to Fridays starting 22 August 2018	BAC I Secretariat c/o Ms. Ana DG Asprec at 5/F NDC Building, 116 Tordesillas Street Salcedo Village, 1227 Makati City
2) Pre-Bid Conference	29 August 2018, 1:00 PM (Thursday)	5/F NDC Building, 116 Tordesillas St., Salcedo Village, 1227 Makati City
3) Submission and Opening of Bid Documents	21 September 2018, 1:00 PM (Thursday) <i>*Late Bids shall not be accepted.</i>	

11. Interested bidders may obtain further information from the BAC Secretariat c/o Ms. Ana DG. Asprec at the 5/F NDC Building, 116 Tordesillas Street, Salcedo Village, 1227 Makati City, from 8:00 AM to 4:00 PM only, Mondays to Fridays **starting 22 August 2018**, or call tel. No. 818-98-01 loc. 308. **However, any queries relative to the contents of the bid documents and the project requirements can only be made by suppliers not later than ten (10) calendar days prior to the Submission and Opening of Bids.**

12. PITC reserves the right to accept or reject any bid proposal, 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.

(Sgd) PITC Bids & Awards Committee I

*Posting of Invitation to Bid and Bidding Documents on **22 August 2018***

@ PhilGEPS, PhilStar, PITC Bulletin Board and PITC Website