



INVITATION TO BID

LEASE-TO-OWN ONE (1) LOT BRAND NEW DESKTOP COMPUTERS AND INFORMATION TECHNOLOGY (IT) PERIPHERALS FOR THREE (3) YEARS FOR THE BUREAU OF CUSTOMS (BOC)

Bid Reference No.: GPG-B1-2018-435

1. The Philippine International Trading Corporation (PITC) and the Bureau of Customs intend to apply the sum of Pesos: **Thirty Nine Million Five Hundred Sixty Thousand Fifteen Pesos and 44/100 (P 39,560,015.44)** being the Approved Budget for the Contract (ABC) to payment under the contract for the Lease-To-Own One (1) Lot Brand New Desktop Computers and Information Technology (IT) Peripherals for Three (3) Years for the Bureau of Customs.

Description	Qty.	Total ABC (P) (VAT Inclusive)	Bid Security:
The One (1) Lot Desktop Computers and IT Peripherals consists of the following:			
1. Desktop Computer	267 units	39,560,015.44	<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**
2. Desktop Computer (Touchscreen)	35 units		
3. Uninterruptible Power Supply	302 units		
4. USB Fingerprint Device -External	302 units		
5. USB Web Camera - External	302 units		
Funding Source		Cost/Price of Bid Documents (cash payment only) (P)	
PITC AR No. 0003031 dated 25 May 2018		25,000.00	

*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. PITC and BOC now invite bids from authorized Philippine IT Equipment Supplier/Distributors/Resellers for **Lease-to-Own One (1) Lot Brand New Desktop Computers and IT Peripherals** (hereafter referred to as GOODS).

3. Project Completion Period:

Delivery Period	Within sixty (60) calendar days upon receipt of Notice to Proceed (NTP).
Delivery, Deployment, Installation/Set-up, Operationality and Acceptance	Within thirty (30) calendar days from date of approval of Inspection and Acceptance Report (IAR)
Delivery Place	See Deployment List on Annex V-A
Lease Period	Thirty six (36) months upon completion of Delivery, Deployment, Installation/ Set-up, Operationality and Acceptance

- Prospective bidders must be in the business for **at least ten (10) years** and 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 “Lease of Information Technology (IT) Equipment”.

- 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.

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 5183.

- 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 nonrefundable 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 be also 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.

- Interested bidders may obtain further information from PITC and inspect the Bidding Documents at the address given below during office hours.

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.

- 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 05 November 2018 (Monday)	5/F NDC Building, 116 Tordesillas St., Salcedo Village, 1227 Makati City
2) Pre-Bid Conference	09 November 2018, 11:00 AM (Friday)	5/F Conference Room, NDC Building, 116 Tordesillas St., Salcedo Village, 1227 Makati City
3) Submission and Opening of Bid Documents	29 November 2018, 11:00 AM (Thursday)	

*Late Bids shall not be accepted.

- 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 **05 November 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.**
- 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.

PITC, Bids & Awards Committee I

Posting of Invitation to Bid and Bidding Documents on 01 November 2018 @ PhilGEPS, PITC Bulletin Board and Philstar