



**INVITATION TO BID**

**LEASE OF INFORMATION TECHNOLOGY (IT) INFRASTRUCTURE FOR VARIOUS SYSTEMS OF FOOD AND DRUG ADMINISTRATION (FDA) WITH 24/7 TECHNICAL SUPPORT**

**Bid Reference No.: GPG-B1-2018-511**

1. The Philippine International Trading Corporation (PITC) and the Food and Drug Administration intend to apply the sum of Pesos: One Hundred Twenty Million Six Hundred Nine Thousand Eight Hundred Three and 17/100 (₱ 120,609,803.17) being the Approved Budget for the Contract (ABC) to payment under the contract for the Lease of Information Technology (IT) Infrastructure for Various Systems of Food and Drug Administration (FDA) with 24/7 Technical Support. Bids received in excess of the ABC shall automatically be rejected at Bid opening.

| Description                                                                                                          | Duration         | Total ABC (₱)<br>(VAT Inclusive) | Bid Security:<br>(In any of the following forms)                                                                                                                                                                                                                                                                                          |
|----------------------------------------------------------------------------------------------------------------------|------------------|----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Lease of Information Technology (IT) Infrastructure for Various Systems of Food and Drug Administration (FDA)</b> | <b>12 Months</b> | <b>120,609,803.17</b>            | <ul style="list-style-type: none"> <li>• Bid Securing Declaration</li> <li>• Cash or Cashier's/ Manager's Check* equivalent to at least 2% of the ABC</li> <li>• Bank Guarantee/ Bank draft or Irrevocable Letter of Credit to at least 2% of the ABC*</li> <li>• Surety bond callable upon demand to at least 5% of the ABC**</li> </ul> |
| Funding Source                                                                                                       |                  |                                  | Cost/Price of Bid Documents<br>(cash payment only) (₱)                                                                                                                                                                                                                                                                                    |
| PITC AR No. T/L-2017-042 dated 24 August 2017                                                                        |                  |                                  | 50,000.00                                                                                                                                                                                                                                                                                                                                 |

\*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 FDA now invite bids from eligible IT Solutions and/or Service Providers/System Integrators/ICT Contractors for the Lease of Information Technology (IT) Infrastructure for Various Systems of Food and Drug Administration (FDA) (hereafter referred to as GOODS).
3. Delivery, Installation, Configuration, Migration and Operationability.
  - a. All items specified in Section II of Annex V-A – Terms of Reference shall be delivered installed, configured, migrated and operational within forty-five (45) calendar days upon receipt of Notice to Proceed (NTP).
  - b. Provide a team that will install and configure all hardware and software as well as migrate all applications and make them operational within thirty (60) calendar days upon receipt of Notice to Proceed (NTP).
4. Project Duration: Twelve (12) Months upon receipt of Certificate of Operationability
5. 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 “Lease of Information Technology (IT) Infrastructure”.**

6. 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.

7. 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.

8. 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.

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

| ACTIVITIES                                            | TIME                                                                                | VENUE                                                                                                        |
|-------------------------------------------------------|-------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|
| <b>1. Sale and Issuance of Bidding Documents</b>      | <b>8:00 AM to 4:00 PM only<br/>Mondays to Fridays<br/>starting 14 February 2019</b> | <b>5/F NDC Building, 116<br/>Tordesillas St., Salcedo<br/>Village, 1227 Makati City</b>                      |
| <b>2. Pre-Bid Conference</b>                          | <b>21 February 2019<br/>(Thursday) 11:00 AM</b>                                     | <b>5/F Conference Room, NDC<br/>Building, 116 Tordesillas St.,<br/>Salcedo Village, 1227 Makati<br/>City</b> |
| <b>3. Submission and Opening<br/>of Bid Documents</b> | <b>15 March 2019<br/>(Thursday) 10:00 AM</b>                                        |                                                                                                              |

\*Late Bids shall not be accepted.

10. 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 **14 February 2019**, 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.**
11. 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 14 February 2019 @ PhilGEPS, PITC Bulletin Board*