



**INVITATION TO BID FOR SUPPLY, DELIVERY,
INSTALLATION, CONFIGURATION, TESTING, TAGGING AND
COMMISSIONING OF ONE (1) LOT BRAND NEW MULTIMEDIA
SYSTEM FOR THE OFFICE OF CIVIL DEFENSE (OCD) –
OCDROS II, V AND IX**

1. The **Philippine International Trading Corporation** and **Office of Civil Defense**, through the **PITC Acknowledgement Letter Ref. No. TL-2019-166** dated **15 January 2019** intends to apply the sum of **Pesos: Eight Million One Hundred Twenty-Five Thousand and 00/100 (₱8,125,000.00)** being the ABC to payments under the contract for **Supply, Delivery, Installation, Configuration, Testing, Tagging and Commissioning of One (1) Lot Brand New Multimedia System for the Office of Civil Defense (OCD) – OCDROs II, V and IX/ Bid Ref. No. MPG-B1-2019-252**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

| Description | Qty | ABC (Php) VAT Inclusive |
|--|--------|----------------------------|
| Supply, Delivery, Installation, Configuration, Testing, Tagging and Commissioning of One (1) Lot Brand New Multimedia System consisting of the following: | | |
| Video Wall System | 1 set | 8,125,000.00 |
| Discussion Microphone System | 3 sets | |

2. The **Philippine International Trading Corporation (PITC)** and **Office of Civil Defense (OCD)** now invite bids from eligible local Audio-Video Solutions Providers for the above Procurement Project (hereafter referred to as GOODS). Delivery of the Goods is required as follows:

| Delivery Period | Delivery Place |
|---|--|
| Within Ninety (90) Calendar Days after receipt of Notice to Proceed (NTP) | <p><i>For Discussion Microphone System:</i></p> <ul style="list-style-type: none"> • OCD Regional Office II – Regional Government Center, Carig Sur, Tuguegarao City • OCD Regional Office V – Tactical Operations Group, Tagas, Daraga, Albay • OCD Regional Office IX – President Corazon C. Aquino, Regional Government Center, Brgy. Balintawak, Pagadian City <p><i>For Video wall System:</i></p> <ul style="list-style-type: none"> • OCD Regional Office V – Tactical Operations Group, Tagas, Daraga, Albay |



3. Bidders should have completed, within the **last five (5) years** from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).

Similar shall mean “**Supply, Delivery and Installation of Audio-Video Equipment**”

4. Bidding will be conducted through open competitive bidding procedures using a non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
5. 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.
6. Prospective Bidders may obtain further information from the **Assigned BAC Secretariat** per schedule at **3/F, NDC Building, 116 Tordesillas Street, Salcedo Village, 1227 Makati City** and inspect the Bidding Documents at the address given below during **9:00AM – 2:00PM on weekdays only**. 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.
Chair, Bids and Awards Committee I
Philippine International Trading Corporation (PITC)
Email: chairbac1@pitc.gov.ph
Note: Maximum size of email with attachment is six (6) MB only.
7. A complete set of Bidding Documents may be acquired by interested Bidders on **05 November 2020** from the given address and website(s) 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 **₱8,000.00**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person, by facsimile, or through electronic means.
8. The **Philippine International Trading Corporation** will hold a Pre-Bid Conference on **13 November 2020, 02:00PM via Video Conference (Zoom)**, which shall be open to prospective bidders.
9. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before **02 December 2020, 01:00PM**. Late bids shall not be accepted.
10. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.



11. Bid opening shall be on **02 December 2020, 01:00PM via Video Conference (Zoom)**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

For Pre-Bid Conference and Bid Opening

In line with the precautionary health measures being adopted by the agency, prospective bidders interested to join the **Pre-Bid Conference** and **Bid Opening** via video conference (Zoom) may send request for Zoom Link Password to the **“bac1secretariat@pitc1973.onmicrosoft.com”** with the following information together with proof of identity of the attendee **a day before** the scheduled conference.

| | |
|---|--|
| 1. Name of Project | |
| 2. Bid Reference No. | |
| 3. Activity | |
| 4. Company Name | |
| 5. Address | |
| 6. Name of Representative [maximum of two (2)] | |
| 7. Contact Nos. | |
| 8. Email Address (to which all communications from the Bids and Awards Committee shall be sent) | |
| 9. Scanned Copy or Photo of Proof of Identity (Please attach any Government issued ID e.g. Passport, Driver's License, etc.) | |

12. The **Philippine International Trading Corporation** 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 Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
13. For further information, please refer to the **Assigned BAC Secretariat**:

| Day | BAC Secretariat | Local Number |
|------------|-------------------------------------|---------------------|
| Monday | Jane Arcilla / Vivian Villanueva | 382 / 315 |
| Tuesday | Irish Ordillano / Vivian Villanueva | 394 / 315 |
| Wednesday | Jane Arcilla / Vivian Villanueva | 382 / 315 |
| Thursday | Irish Ordillano | 394 |
| Friday | Irish Ordillano | 394 |



However, only bidders who purchased the bidding documents may join the Opening of Bids and send their request for Zoom Link Password to **bac1secretariat@pitc1973.onmicrosoft.com** with the above information together with proof of identity of the attendee **a day before** the schedule conference.

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 bid documents.

Bidding Document may also be downloaded free of charge from the website of the PhilGEPS and the PITC website. However, only those who have paid the cost of Bidding Documents at least one (1) day before the submission of their bids will be allowed to bid.

Bidders may pay for the cost of Bidding Documents thru any of the following modes of payment:

- 1) **Cash Payment** – PITC Cashier will be available from **Tuesday to Thursday** between **10:00AM to 2:00PM**; OR
- 2) **Cash Deposit**

Interested Bidders may send a request letter for Bank Details to the **BAC Secretariat c/o Ma. Theresa Elima at myette.elima@pitc1973.onmicrosoft.com**. Thereafter, proof of payment must be emailed back to the BAC Secretariat.

14. You may visit the following websites:

For downloading of Bidding Documents: **www.pitc.gov.ph**

05 November 2020

CHRISTABELLE P. EBRIEGA
Chairperson, PITC BAC I