



# INVITATION TO BID

## SUPPLY, DELIVERY, INSTALLATION, CONFIGURATION, TESTING, TAGGING AND COMMISSIONING OF ONE (1) LOT BRAND NEW EMERGENCY TELECOMMUNICATIONS SYSTEM FOR THE OFFICE OF CIVIL DEFENSE (OCD)

**Approved Budget for the Contract - ₱3,846,153.84**

**Bid Reference No. MPG-BI-2020-491**

1. The **Philippine International Trading Corporation (PITC)** and the **Office of Civil Defense (OCD)** intend to apply the sum of **PESOS: Three Million Eight Hundred Forty Six Thousand One Hundred Fifty Three and 84/100 only (₱3,846,153.84) (VAT Inclusive)** being the Approved Budget for the Contract (ABC) to payment under the contract for **Supply, Delivery, Installation, Configuration, Testing, Tagging and Commissioning of One (1) Lot Brand New Emergency Telecommunications System for the Office of Civil Defense (OCD)**, more particularly describe as follows:

Description	Qty	Unit	Total ABC (₱) (VAT Inclusive)	Funding Source	Bid Security in any of the following forms:	Cost/Price of Bid Documents (cash payment or cash deposit) (₱)
One (1) Lot Emergency Telecommunication System consisting of:						
1. High Frequency (HF) Base Radio	10	each	3,846,153.84	PITC Acknowledgement dated January 15, 2019 Ref No. TL-2019-166	a) Bid Securing Declaration	4,000.00
2. High Frequency (HF) Radio Modem	10	each			b) Cash or Cashier's/ Manager's Check* equivalent to at least 2% of the ABC c) Bank Guarantee/ Bank draft or Irrevocable LC* equivalent to at least 2% of the ABC d) Surety bond callable upon demand equivalent to at least 5% of the ABC	

*\*Must be issued by a Local Universal or Local Commercial Bank.*

2. Bids received in excess of the ABC shall be automatically rejected at Bid opening.
3. **PITC** and **OCD** now invite Bids from authorized Philippine ICT Suppliers, Dealers or Reseller for the **Supply, Delivery, Installation, Configuration, Testing, Tagging and Commissioning of One (1) Lot Brand New Emergency Telecommunications System** (hereafter referred to as GOODS).
4. The bidding is open to Filipino citizens / sole proprietorships, partnerships, or organization with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines.
5. **Project Duration:** within One Hundred Twenty (120) calendar days from receipt of Notice to Proceed.

**Delivery Place:**

- a) OCD Central Office – Camp General Emilio Aguinaldo, Quezon City
- b) OCD Regional Office I – 2F/3F Ed Fabro Building, Pagdalagan, City of San Fernando, La Union
- c) OCD Regional Office II – Regional Government Center, Carig Sur, Tuguegarao City



- d) OCD Regional Office III – Diosdado Macapagal Government Center, Maimpis, City of San Fernando, Pampanga
- e) OCD Regional Office V – Camp General Simeon A. Ola, Legazpi City, Albay
- f) OCD Regional Office VI – Camp General Martin T. Delgado, Fort San Perdo, Iloilo City
- g) OCD Regional Office VIII – 2<sup>nd</sup> floor Uyttingkoc Building, Avenida Veteranos, Taclac City
- h) OCD Regional Office IX – Pres. Corazon C. Aquino, Regional Government Center, Brgy. Balintawak, Pagadian City.
- i) OCD Regional Office XI – 2<sup>nd</sup> floor, LDL Building, 102 Corrales Avenue, Cagayan de Oro City
- j) OCD Regional Office XII – Camp Fermin G. Lira Jr., General Santos City.

6. A prospective Bidder should have completed **within the last five (5) years** from the date of submission and receipt of bids at least a single contract similar to the contract to be bid amounting to at least **fifty percent (50%)** of the ABC of the project.

“Similar” contract shall mean **ICT Equipment**

- 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](http://www.pitc.gov.ph)**. Interested bidders may inspect the Bidding Documents upon presentation of proper identification during office hours (9:00am – 2:00pm) on weekdays only.
- 9. The complete set of Bidding Documents maybe acquired by interested bidders from Monday to Friday between 9:00AM to 2:00PM upon payment of a non-refundable fee as indicated above and look for the following BAC Secretariat:

Date	BAC Secretariat	Local Number
<b>Monday</b>	<b>Jane Arcilla / Vivian E. Villanueva</b>	<b>382 / 315</b>
<b>Tuesday</b>	<b>Irish Ordillano / Vivian E. Villanueva</b>	<b>394 / 315</b>
<b>Wednesday</b>	<b>Jane Arcilla / Vivian E. Villanueva</b>	<b>382 / 315</b>
<b>Thursday</b>	<b>Irish Ordillano</b>	<b>394</b>
<b>Friday</b>	<b>Irish Ordillano</b>	<b>394</b>

It 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](mailto:myette.elima@pitc1973.onmicrosoft.com)**. Thereafter, proof of payment must be emailed back to the BAC Secretariat.

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



ACTIVITIES	TIME	VENUE
1. <b>Sale and Issuance of Bidding Documents</b>	9:00 AM to 2:00 PM only Mondays to Fridays, starting <b>19 October 2020</b>	Assigned BAC I Secretariat per above schedule at 3/F, NDC Building, 116 Tordesillas Street, Salcedo Village, 1227 Makati City
2. <b>Pre-Bid Conference</b>	<b>27 October 2020, 10:00 AM</b>	Via video conference** (Zoom)
3. <b>Submission of Bid Documents</b>	<b>25 November 2020, 9:00 AM</b> <i>Late bids shall not be accepted</i>	3/F, NDC Building, 116 Tordesillas Street, Salcedo Village, 1227 Makati City
4. <b>Opening of Bid Documents</b>	<b>25 November 2020, 9:00 AM</b>	Via video conference** (Zoom)

**\*\*Only two (2) pre-registered representatives per bidder shall be allowed to participate in the Zoom Conference.**

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). You 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.

<b>Name of Project</b>	
<b>Bid Reference No.</b>	
<b>Activity</b>	
<b>Company Name</b>	
<b>Address</b>	
<b>Name of Representative [maximum of two (2)]</b>	
<b>Contact Nos.</b>	
<b>E-mail Address (to which all communications from the Bids and Awards Committee shall be sent)</b>	
<b>Scanned copy or Photo of Proof of Identity (pls. attached)</b>	

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.

11. Interested bidders may obtain further information from the **Assigned BAC I Secretariat per above schedule at 3/F, NDC Building, 116 Tordesillas Street, Salcedo Village, 1227 Makati City**, from **9:00 AM to 2:00 PM only, Mondays to Fridays** starting **19 October 2020** at Tel. No. **8818-98-01**. **However, any queries relative to the contents of the Bidding 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.

## **PITC BIDS AND AWARDS COMMITTEE I**

Posting of Invitation to Bid and Bidding Documents on **19 October 2020** @ PhilGEPS, PITC Website ([www.pitc.gov.ph](http://www.pitc.gov.ph)) & PITC Bulletin Board