



REPUBLIC OF THE PHILIPPINES  
PRESIDENTIAL COMMUNICATIONS OPERATIONS  
OFFICE

Malacahang, Manila, Philippines

INVITATION TO BID

(PROCUREMENT/CONTRACT No: 2018-PCOO-I-OO 1 )

FOR

Procurement of Supply, Delivery and Installation of  
Information Technology (IT) Equipment and  
Software Applications

1. The Presidential Communications Operations Office (PCOO) through the General Appropriations Act of 2018 intends to apply the sum of FOUR MILLION FIVE HUNDRED EIGHTY THOUSAND PESOS (PHP 4,580,000.00), being the Approved Budget for the Contract (ABC) to payments of Contract for the Procurement of Supply, Delivery and Installation of Information Technology (IT) Equipment and Software Applications. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The PCOO now invites Philippine Government Electronic Procurement System (PHILGEPS) - registered IT suppliers to bid for the Procurement of Supply, Delivery and Installation of Information Technology (IT) Equipment and Software Applications. The Goods are required to be delivered and completely installed by the winning bidder within Forty-five (45) calendar days from receipt of the Notice to Proceed. Bidders should have completed, within Three (3) years prior to the deadline 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 (ITB).
3. 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 (R.A.) No. 9184, otherwise known as the "Government Procurement Reform Act. "

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.

4. Interested bidders may obtain further information from PCOO-BAC Secretariat and inspect the Bidding Documents at the address given below, during office hours (between 8:00 a.m. to 5:00 p.m.) and from Monday-Friday only, excluding holidays.
5. A complete set of Bidding Documents may be acquired by interested Bidders on June 01, 2018 until the deadline of the submission of bids, from the address below and upon payment of an applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of FIVE THOUSAND PESOS ONLY (PHP 5,000.00).

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of Presidential Communications Operations Office (PCOO), provided, that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

6. The PCOO will hold a Pre-Bid Conference on June 11, 2018 at 10:00 A.M. at the Conference Room, 4/F New Executive Building, Malacañang Complex, Manila, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat at the address below on or before June 25, 2018 at 10:00 A.M. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 18.

Bid opening shall be on June 25, 2018 at 10:01 A.M. at the Conference Room, 4th Floor, New Executive Building, Malacañang Complex, Manila. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.

8. Bidders are requested to organize and submit their bids as follows:
  - (a) The "legal & technical" documents and "financial" documents shall be placed in 3-ring binders with all sections therein separated by dividers with properly labeled tabs;
  - (b) The "legal & technical" documents binder, shall be placed in the first (1<sup>st</sup>) envelope, while the "financial" documents binder shall be placed in the second (2<sup>nd</sup>) envelope;
  - (c) In view of the requirement to submit one [1] original set and three [3] sets of copies each bidder will submit a total of eight [8] sealed envelopes, placed inside a properly sealed and labeled box.

9. The PCOO 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 Section 41 of RA 9184 and its RIRR, without thereby incurring any liability to the affected bidder or bidders.
10. For further information, please refer to:

MS. MELBA V. MANAOG

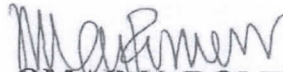
The Bids and Awards Committee Secretariat  
Presidential Communications Operations Office  
Basement Level, New Executive Building,  
Malacañang Complex, Manila  
Telefax No: (+632) 735-6170  
Email: [pcoo.bac@gmail.com](mailto:pcoo.bac@gmail.com)  
Website: <https://pcoo.gov.ph>

(On Leave)

ATTY. MARVIN R. GATPAYAT

Chairperson

Bids and Awards Committee



ATTY. OMAR V. ROMERO

Vice Chairperson

Bids and Awards Committee