



REPUBLIC OF THE PHILIPPINES
PRESIDENTIAL COMMUNICATIONS OPERATIONS OFFICE
Tanggapang Pampanguluhan sa Operasyong Pangkomunikasyon
Malacañang, Manila

INVITATION TO BID FOR THE PROCUREMENT OF PREPAID LOAD CARDS

(NAME OF PROJECT)

1. The Presidential Communications Operations Office (PCOO), through the General Appropriations Act of 2020 intends to apply the sum of **NINE HUNDRED SIX THOUSAND SIX HUNDRED PESOS (PHP 906,600.00)**, being the Approved Budget for the Contract (ABC), to payments under the contract for **PROCUREMENT OF PREPAID LOAD CARDS (Procurement/Contract No. 2020-PCOO-I-001)**. Bids in excess of the ABC/s shall be automatically rejected at bid opening.
2. The PCOO now invites bids for the Procurement of Prepaid Load Cards by the following denomination: ₱500.00, ₱300.00 and ₱100.00 and the load cards should have a **validity of at least one (1) year from delivery date. Delivery of the Goods shall be as follows: (a) first batch consisting of fifty percent (50%) of the total contract, no more than thirty (30) days upon receipt of Notice to Proceed; (b) second batch consisting of fifty percent (50%) of the total contract, within thirty (30) days from receipt of written notice from the Property Section Head.** Bidders should have completed, within three (3) 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.
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 (RA) 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 the PCOO and inspect the Bidding Documents at the address given below during weekdays, from 8:00 A.M. to 5:00 P.M.
5. A complete set of Bidding Documents may be acquired by interested bidders starting **10 March 2020** from the address 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 **PHP 1,000.00**.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the 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 **19 March 2020, 10:00 A.M.** at the 4th Floor Conference Room, New Executive Building, J.P. Laurel Street, 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 **2 April 2020, 9:00 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 **2 April 10:00 A.M.** at the Conference Room, 4th Floor, New Executive Building, J.P. Laurel Street, 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 advised to submit their bids in accordance with Section 20.3 of the Bid Data Sheet. Interested Suppliers are reminded to strictly observe the "no contact" rule under Sec.32.1 of the RIRR of RA 9184.

¹ 23.4.1.2. Foreign bidders may be eligible to participate under any of the following circumstances in accordance with the guidelines issued by the GPPB:

a) When provided for under any Treaty or International or Executive Agreement as provided in Section 4 of the At and this IRR;
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c) When the goods sought to be procured are not available from local suppliers; or

d) When there is a need to prevent situations that defeat competition or restrain trade.

² *Ibid.*

After the opening and evaluation of bids, the BAC, its staff and personnel, Secretariat and Technical Working Group (TWG), as well as Observers are prohibited from making or accepting any communication with any bidder regarding the evaluation of their bids until issuance of Notice of Award (NOA).

However, the BAC, through its Secretariat, may ask in writing the bidder for clarification of its request in writing. All responses to requests for clarification shall be in writing.

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 IRR, without thereby incurring any liability to the affected bidder or bidders.
10. For further information, please refer to:

Name of Officer : **Atty. Mark Anthony C. De Leon**
Name of Office : Bids and Awards Secretariat
Address : Basement Level, New Executive Building,
J.P. Laurel Street, Malacañang Complex,
Manila
Telephone Number : (02) 8-735-6170
E-mail Address : bac.secretariat@pco.gov.ph
Website Address : pcoo.gov.ph

(ORIGINAL SIGNED)
Usec. Marvin R. Gatpayat
Chairperson
Bids and Awards Committee

CERTIFICATION

<p>The Schedule of Requirements and Technical Specifications are in conformity with the requirements of the end-user unit:</p> <p>(ORIGINAL SIGNED) <u>NOE R. SUAREZ</u> End-User Representative/_Officer-in-Charge, Property Section</p>	<p>This procurement project is covered under the PCOO Annual Procurement Plan:</p> <p>(ORIGINAL SIGNED) <u>MA. ALMA A. FRANCISCO</u> Head, Budget Division</p>
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