

Section I. Invitation to Bid



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

INVITATION TO BID FOR

**Procurement of Supply and Delivery of
IT Equipment and Software
Applications**

1. The Presidential Communications Operations Office (PCOO), through the General Appropriations Act of 2020 intends to apply the sum of:

Approved Budget for the Contract (ABC)	Name/Identification/Lot No. of the Contract
Php 3,113, 245. 50	Lot 1: IT Equipment and Software Applications
Php 796, 000. 00	Lot 2: Hardware for Long Range WIFI Backhaul
Php 3,909,245.50	Total ABC for Lot 1 & Lot 2

to payments under the contract for the Procurement of Supply and Delivery of IT Equipment and Software Applications (PCOO-2020-1-004). Bids received in excess of the ABC/s shall be automatically rejected at bid opening.

2. The PCOO now invites bids for the Procurement of Supply and Delivery of IT Equipment and Software Applications, comprising of **two (2) lots** described in Section VII. Technical Specifications of the Bidding Documents for this Project. The Goods are required to be delivered and installed within Forty-five (45) calendar days from receipt of the Notice to Proceed. 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 via electronic—or online means 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” and in accordance with the PCOO guidelines for online bidding under BAC Resolution No. 2020-0018, attached hereto as "Annex A," adopting measures under GPPB Resolution 09-2020 due to the ongoing General Community Quarantine (GCQ) in Metro Manila.

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.

4. Interested bidders may obtain further information from the PCOO BAC Secretariat through the electronic mailing address given below. They may also inspect the Bidding Documents at www.pcoo.gov.ph.
5. A complete set of Bidding Documents, in soft copy, may be downloaded free of charge by interested Bidders starting on **14 October 2020** from the PCOO website and the website of the Philippine Government Electronic Procurement System (PhilGEPS), provided that bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids, in accordance to the PCOO Guidelines on the purchase of Bidding Documents attached hereto as "Annex B" and in the amount of:

Bidding Documents Fee	Name/Identification/Lot No. of the Contract
Php 5,000.00	Lot 1: IT Equipment and Software Applications
Php 1,000.00	Lot 2: Hardware for Long Range WIFI Backhaul
Php 6,000.00	Total ABC for Lot 1 & Lot 2

The bidder shall include as a separate file in the submission of the bid, a clear scanned PDF copy of the proof of payment for the fees corresponding to the lot or lot/s to which they intend to bid.

6. The PCOO will hold a Pre-Bid Conference through a video conference call using **Google Meet** on **26 October 2020** at **10:00 A.M.** which shall be open to all prospective bidders who have successfully completed registration three (3) calendar days prior to the pre-bid conference using **Google Forms**.
7. Bids must be duly received by the BAC Secretariat in the electronic mailing address given below on or before **09 November 2020** at **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. Further, pursuant to GPPB Resolution No. 09-2020, PCOO shall allow the bidder to submit an unnotarized Bid Securing Declaration (BDS), as alternate documentary requirement, subject to the submission of a notarized copy by the winning bidder after award and before payment of the contract.

Bid opening shall be held through a video conference call using **Google Meet** on **09 November 2020** at **10:00 A.M.** Bids will be opened in accordance to with the PCOO procedure for online bidding and in the presence of the bidders' representatives invited to join the bid opening. **Late bids shall not be accepted.**

8. Bidders are advised to submit their bids in accordance with the PCOO procedure for online bidding and also provided under Section 12.1(a) of the Bid Data Sheet.

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 the 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.

In addition to this, pursuant to GPPB Resolution 09-2020, the bidder may submit a Performance Securing Declaration (PSD), sample attached hereto as "Annex C", in lieu of a performance security to be submitted before the signing of the contract by the winning bidder.

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 : Office of the Bids and Awards Secretariat
Address : Basement Level, New Executive Building,
J.P. Laurel Street, Malacañang Complex,
Manila
Mobile No. : (0975) 2165183
Website Address : pcoo.gov.ph
Email address : bac1@pco.gov.ph

(ORIGINAL SIGNED)

Usec. Marvin R. Gatpayat

Chairperson, Bids and Awards Committee

CERTIFICATION

<i>Schedule of Requirements and Technical Specifications are in conformity with the requirements of the end-user:</i>	<i>Procurement Project is covered by the Annual Procurement Plan:</i>
(ORIGINAL SIGNED) <u>Emmanuel C. Alvero</u> End-User Representative	(ORIGINAL SIGNED) <u>Ma. Alma A. Francisco</u> Budget Officer V

Reviewed By: (ORIGINAL SIGNED) Atty. Mariko C. Iwaki	Reviewed by:
Prepared By: (ORIGINAL SIGNED) Ma. Carolina Carbonell	(ORIGINAL SIGNED) Atty. Mark Anthony C. De Leon Head, BAC Secretariat