



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

INVITATION TO BID FOR

Procurement for the Supply and Delivery of Three (3) Units of Motor Vehicles for Use of PCOO Officials and Employees

1. The Presidential Communications Operations Office (PCOO), through the respective General Appropriations Act (G A A) indicated below , intends to apply the corresponding sums to each of the following lots:

LOT NO.	ITEM DESCRIPTION	SOURCE OF FUNDS (GAA)	APPROVED BUDGET FOR THE CONTRACT (ABC)
1	One (1) unit of Air conditioned Passenger Van with seating capacity for minimum of 12 persons, 6-speed Automatic Transmission, Diesel type, 70 Liters fuel capacity (Details under Section VII. Technical Specifications)	2020	PHP 2,164,200.00
2	One (1) unit of Air conditioned Passenger Van with seating capacity for minimum of 15 persons, 6-speed Manual Transmission, Diesel type, 70 Liters fuel capacity (Details under Section VII. Technical Specifications)	2019 (pursuant to DBM SARO No. BMB-C-19-0027796)	PHP 1,666,000.00
3	One (1) unit of Air conditioned Multipurpose Van (MPV) with seating capacity for minimum of 15 persons (including driver), not less than 5-speed Manual Transmission, Diesel Type, minimum of 50 Liters fuel capacity (Details under Section VII. Technical Specifications)	2020	PHP 1,287,080.00

to payments under the contract for each lot. **Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening.**

2. The PCOO now invites bids for the above Procurement Project. Actual delivery date of the Goods is as soon as possible provided the delivery period shall not exceed sixty (60) 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 acquired by interested Bidders starting on **23 November 2020** after payment of the applicable fees, in accordance to the PCOO Guidelines on the purchase of Bidding Documents attached hereto as "Annex B" and in the following amount:

LOT NO.	APPLICABLE FEE
1	PHP 5,000.00
2	PHP 3,333.00
3	PHP 1,667.00

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

The bidder shall include in the submission of their bid as a separate file, a clear scanned PDF copy of the proof of payment for the bidding documents.

6. The PCOO will hold a Pre-Bid Conference through video conference call using **Zoom** on **01 December 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 and acknowledged by the BAC Secretariat in the electronic mailing address given below on or before **14 December 2020** at **9:00 A.M.**
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 18.
9. Bid opening shall be held through a video conference call using **Zoom** on **14 December 2020** at **10:00 A.M.** Bids will be opened in accordance 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.**
10. 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. Bidding Forms provided by GPPB are hereto attached as "Annex C".

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.

Further to this, pursuant to the mandatory accreditation of service and repair shops with the Department of Trade and Industry (DTI) under Presidential Decree 1572 (also known as "Accreditation Law"), the bidder is required to submit a certified true copy of the DTI Accreditation Certificate as part of the eligibility requirements to be included as a technical document in the First Envelope. (See Sec. VIII. Checklist of Technical and Financial Documents)

11. 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.

12. For further information, please refer to:

Name of Officer	: <u>Atty. Mark Anthony C. De Leon</u>
Name of Office	: Office of the <u>Bids and Awards Secretariat</u>
Address	: <u>Basement Level, New Executive Building,</u> <u>J.P. Laurel Street, Malacañang Complex,</u> <u>Manila</u>
Mobile No.	: (0975) 2165183
Website Address	: <u>pcoo.gov.ph</u> Email
address	: <u>bac1@pco.gov.ph</u>

(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 following end-users:</i>	<i>Procurement Project is covered by the Annual Procurement Plan:</i>
<p style="text-align: center;">(ORIGINAL SIGNED)</p> <p style="text-align: center;"><u>Atty. Anna Farinah Mindalano</u> Office of the Secretary (OSEC)</p> <p style="text-align: center;">(ORIGINAL SIGNED)</p> <p style="text-align: center;"><u>Kristel S. Navarro</u> Office of Assistant Secretary for Special Concern Mindanao (OASSCM)-PCOO Davao</p> <p style="text-align: center;"><u>Samuel N. Siroy</u> Motorpool Section- General Services Division</p>	<p style="text-align: center;">(ORIGINAL SIGNED)</p> <p style="text-align: center;"><u>Ma. Alma A. Francisco</u> Budget Officer V</p>

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