



REPUBLIC OF THE PHILIPPINES  
**PRESIDENTIAL COMMUNICATIONS OPERATIONS OFFICE**  
Malacañang, Manila, Philippines

## **INVITATION TO BID FOR Procurement of IT Equipment**

1. The Presidential Communications Operations Office (PCOO) through the General Appropriations Act of 2017 intends to apply the sum of **FIVE MILLION NINE HUNDRED NINETY-SEVEN THOUSAND ONE HUNDRED FIFTY-SIX PESOS ONLY (PHP5,997,156.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the procurement of IT Equipment. **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 suppliers to bid for the procurement of IT equipment. The goods are required to be delivered by the winning bidder as soon as he receives the Notice to Proceed. Bidders should have completed, within **three (3) years** from the date of submission and receipt of bids, a contract of sale 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.
4. Interested bidders may obtain further information from PCOO and inspect the Bidding Documents at the address given below from Monday to Friday, during office hours, (between 8:00 a.m. to 5:00 p.m.), excluding holidays.
5. A complete set of Bidding Documents may be acquired by interested Bidders on October 25, 2017 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 **TEN THOUSAND PESOS ONLY (PHP 10,000.00)**.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, 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 **November 6, 2017 at 10:00 A.M.** at the Conference Room, 4th Floor, New Executive Building, Malacañang Palace, 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 **November 20, 2017 at 10:00 A.M.** Receipt of Bids shall be done only during office hours and all bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause 18.**
  8. Bid opening shall be on **November 20, 2017 at 10:01 A.M.** at the Conference Room, 4th Floor, New Executive Building, Malacañang Palace, 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.**
- 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 be submitting a total of eight [8] sealed envelopes which should be sealed in a properly 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  
3rd Floor Annex, New Executive Building,  
Malacañang Palace, Manila  
Telefax No: (+632) 735-6170  
Email: pcoo.bac@gmail.com

  
USec. **NOEL GEORGE P. PUYAT**  
Chairperson  
Bids and Awards Committee