



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 Two (2) Units of Motor Vehicles for Use of PCOO Officials and Employees

1. The Presidential Communications Operations Office (PCOO), through the corresponding General Appropriations Act (GAA) indicated below, intends to apply the ABC 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 minimum seating capacity 12 passengers (including driver), not less than 5-speed Automatic Transmission, Diesel type, minimum 65 Liters fuel capacity (Details under Section VII. Technical Specifications)	2020	PHP 2,164,200.00
2	One (1) unit of air-conditioned Multipurpose Van (MPV) with 2 compartments: a front cabin/cab with seating capacity of three (3) passengers (including driver) on a full width seat and rear deck/cabin with seating capacity (facing collapsible bench seats accessible through rear door/s) not exceeding 16 passengers, 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 to be negotiated with the winning bidder 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).

- 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 Revised PCOO Guidelines for Online Bidding under BAC Resolution No. 2020-0018-A, attached hereto as "Annex A".

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.

- Interested bidders may obtain further information from the PCOO BAC Secretariat through the electronic mailing address given below, and inspection of the Bidding Documents at www.pcoo.gov.ph.
- A complete set of Bidding Documents, in soft copy, may be acquired by interested Bidders starting on **26 January 2021** from the PCOO website and after payment of the applicable fees, in accordance to the guidelines on the purchase of Bidding Documents (under Annex B of PCOO BAC Resolution No. BAC Resolution No. 2020-0018-A) and in the following amount:

LOT NO.	APPLICABLE FEES
1	PHP 3,000.00
2	PHP 2,000.00

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.

- The PCOO will hold a Pre-Bid Conference through video conference call using **Zoom** on **04 February 2021** 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**.
- Bids must be duly received and acknowledged by the BAC Secretariat in the electronic mailing address given below on or before **16 February 2021** 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.

9. Bid opening shall be held through a video conference call using **Zoom** on **16 February 2021** at **10:00 A.M.** Bids will be opened in accordance to the PCOO Amended Guidelines for Online Bidding and in the presence of the bidders' representatives invited to join the the bid opening. **Late bids shall not be accepted.**
10. Bidders are advised to submit their bids in accordance with PCOO BAC Resolution No. 2020 – 0018-A. Also, GPPB forms and other bidding forms to be used are attached herein as "Annex C". Further to this, please be reminded of the following:

10.1 Should the bidder wish to participate in one or more lots, the Committee will allow the submission of the Legal and Technical Documents (Eligibility Requirements) in both password protected ZIP folder and PDF file only once. However, for suppliers who will bid on several lots, the labelling of the ZIP folder and PDF file in their Financial Requirements must clearly state the Lot number/s where they intend to participate taking into account that the Net Financial Contracting Capacity ("NFCC") and the Statement of Largest Completed Contract ("SLCC") should satisfy the total amount indicated in the Approved Budget of the Contract ("ABC");

10.2 The four (4) unique passwords for both Eligibility Requirements and Financial Requirements in the ZIP folders and PDF files shall still be complied with regardless if the bidder intends to participate in one or more lots;

10.3 In any case where the files submitted has exceeded the size limit of the email, the bidder may submit their bid via separate email/s provided that the subject line for each mail should indicate to which part of the several it corresponds to. (i.e., Part 1 of x). One set of passwords for the said components may be allowed in case of splitting, provided that the passwords for the Eligibility Requirements are separate and distinct from the Financial Requirements;

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.

In addition 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 an eligibiity requirement which shall form part of the technical documents 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 : **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 : bacl@pco.gov.ph

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

CERTIFICATION

<p><i>Schedule of Requirements and Technical Specifications are in conformity with the requirements of the following end-users:</i></p>	<p><i>Procurement Project is covered by the Annual Procurement Plan:</i></p>
<p>(ORIGINALLY SIGNED) <u>Atty. Anna Farinah B. Mindalano</u> Office of the Secretary (OSEC)</p> <p>(ORIGINALLY SIGNED) <u>Samuel N. Siroy</u> Motorpool Section- General Services Division</p>	<p>(ORIGINALLY SIGNED) <u>Ma. Alma A. Francisco</u> Budget Officer V</p>

<p>Reviewed by:</p> <p>(ORIGINALLY SIGNED) <u>Atty. Mariko Iwaki</u> BAC Secretariat</p>	<p>Draft approved for release by:</p> <p>(ORIGINALLY SIGNED) <u>Atty. Mark Anthony C. De Leon</u> Head, BAC Secretariat</p>
<p>Prepared by:</p> <p>(ORIGINALLY SIGNED) <u>Ma. Carolina I. Carbonell</u> Technical Working Group</p>	