



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 PCOO-Proper
Information Technology (IT) Infrastructure Improvement
Project**

1. The Presidential Communications Operations Office (PCOO), through the 2021 General Appropriations Act (GAA), intends to apply the sum of **TWO MILLION EIGHT HUNDRED SIXTY-FIVE THOUSAND PESOS (PHP 2,865,000.00)** being the ABC to payments under the contract for the Procurement for the Supply and Delivery of PCOO-Proper Information Technology (IT) Infrastructure Improvement Project (Procurement/Contract No. 2021-PCOO-1-001). **Bids received in excess of the ABC shall be automatically rejected at bid opening.**
2. The PCOO now invites bids for the above Procurement Project. Goods shall be delivered and completely 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 attached copies of the Revised PCOO Guidelines for Online Bidding under BAC Resolution No. 2020-0018-A and Bidder's Kit.

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, and inspection of 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 **01 March 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 amount of **PHP 5,000.00**.

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.

6. The PCOO will hold a Pre-Bid Conference through video conference call using **Zoom** on **08 March 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**.
7. Bids must be duly received and acknowledged by the BAC Secretariat in the electronic mailing address given below on or before **22 March 2021** 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 **22 March 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 are herein attached as reference. 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.

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 Wayne Eubank**
 Name of Office : Bids and Awards Secretariat
 Address : 3rd Floor, New Executive Building, J.P. Laurel Street, Malacañang Complex, Manila
 Mobile No. : (0917) 7178213
 Website Address: pco.gov.ph
 Email address : bacl@pco.gov.ph

(ORIGINAL SIGNED)
ASec. OMAR V. ROMERO
 Chairperson
 Bids and Awards Committee – I

Certification

<p><i>Schedule of Requirements and Technical Specifications are in conformity with the requirements of the following end-user/s:</i></p>	<p><i>Procurement Project is covered by the Annual Procurement Plan:</i></p>
<p>(ORIGINAL SIGNED) <u>EMMANUEL C. ALVERO</u> End-User Representative Electronic Data Processing/ Information Technology (EDP/IT)</p>	<p>(ORIGINAL SIGNED) <u>MA. ALMA A. FRANCISCO</u> Budget Officer V</p>
	<p>Draft reviewed and approved for release by:</p> <p>(ORIGINAL SIGNED) Atty. Mark Wayne E. Eubank Head, BAC Secretariat</p>
	<p>Prepared by:</p> <p>(ORIGINAL SIGNED) Ma. Carolina I. Carbonell Member, Technical Working Group</p>