

INVITATION TO BID FOR THE SUPPLY , DELIVERY AND INSTALLATION OF AIRCONDITIONING UNITS

PROJECT ID NO. DSWD4B-2024-031

1. The Department of Social Welfare and Development Field Office MIMAROPA, through the authorized appropriations under the FY 2024 General Appropriations Act of 2024 intends to apply the sum of **One Million Forty Thousand Only (Php 1,040,000.00)** being the ABC to payments under the contract for Project, "Supply, Delivery and Installation of Airconditioning Units with Project ID No. DSWD4B-2024-031. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The DSWD Field Office MIMAROPA now invites bids for the above Procurement Project. Delivery of the Services is required by **30 Calendar Days upon receipt of Notice to Proceed**. Bidders should have completed a contract similar to the Project within three (3 years) from the date of submission and receipt of bids. 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 using a non-discretionary "pass/fail" criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
 - 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.
4. Prospective Bidders may obtain further information from *DSWD Field Office MIMAROPA Bids and Awards Committee Secretariat* and inspect the Bidding Documents at the address given below during office hours from 8:00 A.M to 5:00 P.M.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **November 15- December 9, 2024** from the given address and website(s) below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest

Guidelines issued by the GPPB, in the amount of Three Thousand Pesos Only (Php 3,000.00) .

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 the bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

Payment for the purchase of Bid Documents may be deposited thru electronic fund transfer or over-the-counter (OTC) transaction to:

Account Name: **DSWD IV-B MISCELLANEOUS TRUST FUND**
Type Account: **Land Bank (Main –Cash Dept) Current Account**
Account Number: **3402-1021-51**

Proof of payment of bid documents i.e photos/ screenshots/printouts of electronic fund transfer receipts, actual OTC deposit receipts should be submitted with or before the submission of bid documents.

6. The *DSWD Field Office MIMAROPA* will hold a Pre-Bid Conference on **November 25, 2024 1:30 P.M** through video conferencing or webcasting *via google meet*, which shall be open to prospective bidders.

Interested bidders who would like to join the Pre-Bid Conference through video teleconferencing (google meet) may send at procurement.fomimaropa@dswd.gov.ph not later than November 25, 2024 the following details so that the DSWD Field Office MIMAROPA BAC Secretariat may send the link and other instructions for the conduct of the video conference;

- a. Name of Company;
- b. Name of Authorized Representative/s;
- c. Contact Number;
- d. Email Address

7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before **December 9, 2024 Monday 12:00 NN. at DSWD Field Office MIMAROPA , 1680 F.T Benitez cor Malvar Sts, Malate, Manila. Late bids shall not be accepted.**

Should there happen a fortuitous event, the Pre-Bid Conference and Submission/Opening of Bids shall be automatically conducted on the next available working day , after the dates as above mentioned respectively for each of the afore-stated activities at the same time and place without need of further advertisement/posting.

8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 14.
9. Bid opening shall be on **December 9, 2024 Monday 1:30 P.M at DSWD Admin Building, 1680 F.T Benitez cor Malvar Sts, Malate, Manila and/or via Video**

Teleconferencing (VTC) thru google meet. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

10. The DSWD Field Office MIMAROPA 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 Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

Harvy B. Calabio
BAC Secretariat Head
DSWD FO MIMAROPA Bids and Awards Committee
DSWD FO MIMAROPA
1680 F.T Benitez cor Malvar Sts, Malate, Manila
Telephone Number: 5328-5111 Local 24052
Cellphone Number : +63998-474-6898
Email Address: procurement.fomimaropa@dswd.gov.ph
Website: www.fo4b.dswd.gov.ph

12. You may visit the following websites:

For downloading of Bidding Documents: www.fo4b.dswd.gov.ph

November 13, 2024


KENNETH M. MONTENEGRO
BAC Chairperson ✓