



REPUBLIC OF THE PHILIPPINES

**Senate**

*Pasay City*

**INVITATION TO BID**

**FOR**

**“HOSPITALIZATION BENEFITS FOR SENATE EMPLOYEES FROM JANUARY 1 TO DECEMBER 31, 2023”**

1. The *Senate of the Philippines (Senate)*, through the *General Appropriations Fund of 2022* intends to apply the sum of the ABC to payments under the contract for *Project Identification No. 22-08-739*. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *Senate* now invites bids for the above Procurement Project. Delivery of the Goods is required *as specified in Section VI (Schedule of Requirements) of the Bidding Documents*. Bidders should have completed, within *the relevant period provided below*, 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).

PROJECT ALLOCATION / APPROVED BUDGET FOR THE CONTRACT (ABC)	NON-REFUNDABLE FEE	BID SECURITY	COMPLETION / DELIVERY PERIOD	SLCC RELEVANT PERIOD
PHP76,000,000.00	PHP50,000.00	CASH: PHP1,520,000.00/ BOND: PHP3,800,000.00/ BSD	2023	TWO (2) YEARS from the date of submission and receipt of bids

BIDDING ACTIVITIES	TIME, DATE AND VENUE
<b>A</b> ISSUANCE AND AVAILABILITY OF BIDDING DOCUMENTS	Start of Availability: October 10, 2022 Deadline of Availability: November 17, 2022 @ 12nn 4 <sup>th</sup> Floor, Room 401, GSIS Bldg., Roxas Boulevard, Pasay City
PLEASE TAKE NOTE OF THE REQUIREMENTS UNDER THE ATTACHED SENATE ADVISORY FOR NON-SENATE PERSONNEL ENTERING THE SENATE BUILDING.  NO WALK-INS. PLEASE CALL THE BIDS AND AWARDS COMMITTEE SECRETARIAT OFFICE AT THE CONTACT NUMBERS BELOW FOR DETAILS ON HOW TO PURCHASE THE BIDDING DOCUMENTS.  Interested Bidders may obtain a complete set of Bidding Documents by filling out the online request form at the link below.  Bidders shall be allowed to pay the non-refundable fee upon the submission of their bid documents and proposal.	
<b>B</b> PRE-BID CONFERENCE	November 8, 2022 @ 4:00pm 2 <sup>nd</sup> Floor, GSIS Bldg., Roxas Boulevard, Pasay City
PLEASE TAKE NOTE OF THE REQUIREMENTS UNDER THE ATTACHED SENATE ADVISORY FOR NON-SENATE PERSONNEL ENTERING THE SENATE BUILDING.  Non-Senate Personnel must comply with the following requirements upon entry into the Senate premises:  a. NO WALK-INS. Request for appointment with the Bids and Awards Committee Secretariat Office AT LEAST ONE (1) DAY BEFORE the scheduled visit/purchase of bidding documents; b. Submit a valid Medical Certificate to the Senate Medical and Dental Bureau stating that visitor is COVID-free; c. Wear a Face Shield and Face Mask while inside the Senate premises; d. Only one (1) representative per company will be allowed to attend the meeting.  Bidders who opt to access and attend the meeting online should: a. Formally request or express interest to participate in the bidding process by filling out and submitting the registration form at the link below. b. Download WEBEX application for android or Desktop to register an account;  Send one (1) representative only to the online meeting.	
<b>C</b> CLOSING DATE/DEADLINE FOR SUBMISSION OF BIDS	November 21, 2022 @ 12nn 4 <sup>th</sup> Floor, Room 401, GSIS Bldg., Roxas Boulevard, Pasay City



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.

Bid opening shall be as scheduled at the given address above and/or via *webex*. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

*Bidders who submitted their bidding documents, bid proposal and paid the non-refundable fee may attend the opening of bids physically or via webex. The link for the video conferencing or webcasting shall automatically be sent to said bidders before the start of bid opening. Bidders are advised to first log in the webex waiting/lobby room and wait for further advice to join the Senate BAC meeting room.*

*Those who opted to attend physically should comply with the requirements under the attached advisory.*

9. The *Senate* 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.

10. For further information, please refer to:

*Bids and Awards Committee Secretariat Office  
Rm. 401, 4/F Senate of the Philippines, GSIS Building,  
Roxas Boulevard, Pasay City  
Contact Nos. (02) 8552-66-01 local 1602 / 1412 and (02) 8552-67-93  
Email Address: [bac@senate.gov.ph](mailto:bac@senate.gov.ph)*

11. You may visit the following websites:

For downloading of Bidding Documents:  
[http://legacy.senate.gov.ph/invitation\\_bid.asp](http://legacy.senate.gov.ph/invitation_bid.asp)

  
**ATTY. MARIA VALENTINA S. CRUZ**  
*Chairperson, Bids and Awards Committee*