

REPUBLIC OF THE PHILIPPINES

Senate

Passay City

**INVITATION TO BID
FOR**

**“SUPPLY AND DELIVERY OF 124 SETS OF COMPUTER
DESKTOP”**

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. 22-08-782. 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)	PHP8,060,000.00
NON-REFUNDABLE FEE	PHP8,060.00
BID SECURITY	CASH: PHP161,200.00/ BOND: 403,000.00/ BSD
COMPLETION / DELIVERY PERIOD	TWO (2) YEARS from the date of submission and receipt of bids

BIDDING ACTIVITIES	TIME, DATE AND VENUE
ISSUANCE AND AVAILABILITY OF BIDDING DOCUMENTS	Start of Availability: September 12, 2022 Deadline of Availability: October 6, 2022 @ 12nn 4 th Floor, Room 401, GSIS Bldg., Roxas Boulevard, Pasay City
A	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	PRE-BID CONFERENCE September 27, 2022 @ 4:00PM 2 nd Floor, GSIS Bldg., Roxas Boulevard, Pasay City
C	DEADLINE FOR SUBMISSION OF WRITTEN CLARIFICATIONS September 29, 2022 @ 12nn 4 th Floor, Room 401, GSIS Bldg., Roxas Boulevard, Pasay City



Prospective Bidders who opted to attend physically should comply with the requirements under the attached advisory.



Link: <https://forms.gle/cveDxoX3WegHLZlp7>

Prospective Bidders who opted to attend via webex, must fill out the online registration form at the link provided below. Bidders are advised to first log in the webex waiting/lobby room and wait for further advice to join the Senate BAC meeting room, the link of which shall be provided to the bidders before the start of bid opening.

Prospective Bidders may attend the Pre-Bid Conference physically and/or through video conferencing or webcasting via webex.

The Senate will hold a Pre-Bid Conference as scheduled at the given address above which shall be open to prospective bidders.



Link: <https://forms.gle/f4eFvcu8G4mTnUuh9>

A complete set of Bidding Documents may be acquired by interested Bidders by filling out the online request form at the link below and submitting the same during working hours on or before the deadline of availability of bidding documents. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person, by facsimile, or through electronic means.

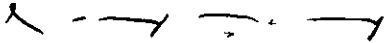
Prospective Bidders may obtain further information from Senate Bids and Awards Committee (BAC) Secretariat through the contact details given below and inspect the Bidding Documents as posted in the Senate website and the Philippine Government Electronic Procurement System (PHILGEPs) website.

Bidding is restricted to Filipino citizens/sole proprietors, 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.

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.

D	CLOSING DATE/DEADLINE FOR SUBMISSION OF BIDS October 10, 2022 @ 12nn 4 th 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 FOR AN APPOINTMENT.
E	OPENING OF BIDS October 11, 2022 @ 4:00PM 2 nd 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. All bidders who purchased the bidding documents may opt to access and attend the meeting online. WEBEX invitation will be sent through email. Only one (1) representative per company will be allowed to attend the online meeting.

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



For downloading of Bidding Documents:
http://legacy.senate.gov.ph/invitation_bid.asp

11. You may visit the following websites:

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

10. For further information, please refer to:

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.

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

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.

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:

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.

7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before the **deadline for submission of bids**. Late bids shall not be accepted.