

SUPPLEMENTAL BID BULLETIN NO. 2024-04-0004

TITLE : SUPPLY, INSTALLATION AND TESTING OF ADDRESSABLE FIRE DETECTION AND ALARM SYSTEM (FDAS) OF AMOR VILLAGE, SAN FRANCISCO EAST ANAO, TARLAC CITY

ITB NO. : GOP/DSWD3-2024-04-0003

DATE : 30 APRIL 2024

This Supplemental/Bid Bulletin is issued to all prospective bidders announcing the following: After considering the clarifications and recommendations duly discussed, deliberated and resolved by the Bids and Awards Committee, with the presence of the bidders' authorized representatives, during the Pre-Bidding Conference held at **1:30 PM of April 25, 2024**, and all requests for clarification received before **12:00 NN of April 30, 2024**, this Supplemental Bid Bulletin No. 2024-04-0004 is hereby issued to amend and clarify specifications and terms included in the Philippine Bidding Documents of the project **SUPPLY, INSTALLATION AND TESTING OF ADDRESSABLE FIRE DETECTION AND ALARM SYSTEM (FDAS) OF AMOR VILLAGE, SAN FRANCISCO EAST ANAO, TARLAC CITY.**

I. AMENDMENTS

ORIGINAL PROVISION IN THE BIDDING DOCUMENTS	AMENDMENT
Section III. BID DATA SHEET	
No ITB Clause for the Certificate of Site Inspection requirement.	ITB Clause 3.0 Certificate of Site Inspection duly signed by the Implementing Officer of DSWD FO III, or his duly <i>authorized representative</i> , is required to be submitted. This shall include all of the following documents as attachment to the Certificate of Site Inspection and shall form part of the bidder's technical documents: a) Copy of company ID of the person who conducted the site inspection; b) Picture of the proposed site including the personnel who conducted the site inspection together with the Officer in Charge or his duly authorized representative of the Implementing Office. BIDS NOT COMPLYING WITH THE ABOVE INSTRUCTION SHALL BE DISQUALIFIED.

<p>ITB Clause 5.2</p> <p>For this purpose, contracts similar to the Project refer to contracts which have the same major categories of work, which shall be:</p> <p>Any related civil and architectural works construction; civil engineering projects; and infrastructure projects such construction; improvement; rehabilitation; repair of building interior/ exterior works completed within the ten (10) years from the deadline of bid submission.</p>	<p>ITB Clause 5.2</p> <p>For this purpose, contracts similar to the Project refer to contracts which have the same major categories of work, which shall be:</p> <p>Any related electrical works; fire protection works; civil and architectural works construction; civil engineering projects; and infrastructure projects such construction; improvement; rehabilitation; repair of building interior/ exterior works completed within the ten (10) years from the deadline of bid submission.</p>
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II. CLAFICATIONS

CONCERNS/QUERIES	CLARIFICATIONS/REITERATIONS
<p>Extension of delivery period from 35 days to 60 days to give the contractor an ample time to procure the devices and equipment.</p>	<p>The end-user will stick to the 35-day delivery period of the project.</p>
<p>When is the date of site inspection to AMOR village?</p>	<p>The end-user and prospective bidders are scheduled to visit the site on April 30, 2024 at 9:00 am onwards.</p>
<p>Prospective bidders requesting for a clear copy of plan of the project.</p>	<p>Mr. Mario Bautista will send the clear copy of plan to the respective email addresses of the prospective bidders.</p>

Pursuant to the Revised Implementing Rules and Regulations of RA 9184, the foregoing **amendments** shall form an integral part of the project's Bidding Documents and related Contract. Further, acknowledgement and receipt of this supplemental bid bulletin shall bound the bidder/s of the terms and conditions set forth, otherwise, the nonconformity thereof may consider the bid as nonresponsive to the bidding policies. Consequently, the same may result in the disqualification and/or rejection of the concerned bidder's Bid.

In any instance, receipt of this Supplemental Bid Bulletin by the bidders presupposed that in the course of the preparation of their respective bids, they understood and complied with the amended specifications and terms expressed herein.

Any provision inconsistent herewith is hereby amended and superseded accordingly.

This Bid Bulletin shall form part of the bidding documents.

Please be guided accordingly.


DIR. MARIBEL M. BLANCO
 Chairperson, Bids and Awards Committee



Please accomplish the portion below and send it to facsimile no. (045) 961-2143 or email at quotation.fo3@dswd.gov.ph

Received from DSWD, Supplemental/Bid Bulletin No. 2024-04-0004 for the Project Title **SUPPLY, INSTALLATION AND TESTING OF ADDRESSABLE FIRE DETECTION AND ALARM SYSTEM (FDAS) OF AMOR VILLAGE, SAN FRANCISCO EAST ANAO, TARLAC CITY.**

(ITB No. GOP/DSWD3-2024-04-0003)

RECEIVED BY : _____ DATE: _____
(SIGNATURE OVER PRINTED NAME)

DESIGNATION : _____

COMPANY : _____

REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

DSWD Field Office III, Diosdado Macapagal Government Center, Maimpis,
City of San Fernando Pampanga, Philippines 2000
Tel: (045) 861 – 2413 ; Telefax: (045) 961 – 2413
Email: bac.fo3@dswd.gov.ph website: https://fo3.dswd.gov.ph

INVITATION TO BID

SUPPLY AND DELIVERY OF PRE-PACKED KITS FOR TUTORS, YOUTH DEVELOPMENT WORKERS (YDWs) AND LEARNERS UNDER TARA BASA TUTORING PROGRAM FOR CY 2024

ITB No. GOP/DSWD3-2024-04-0009
(PR No. 2024-04-96)

1. The **Department of Social Welfare and Development (DSWD) - Field Office III**, through the **KC-KKB TARA BASA FUND CY 2024** intends to apply the sum of herein below Approved Budget of the Contract to payments under the contract for “**SUPPLY AND DELIVERY OF PRE-PACKED KITS FOR TUTORS, YOUTH DEVELOPMENT WORKERS (YDWs) AND LEARNERS UNDER TARA BASA TUTORING PROGRAM FOR CY 2024**”. Bids received in excess of the ABC shall be automatically rejected at bid opening.

PARTICULARS	ABC	BIDDING DOCUMENT FEE
SUPPLY AND DELIVERY OF PRE-PACKED KITS FOR TUTORS, YOUTH DEVELOPMENT WORKERS (YDWs) AND LEARNERS UNDER TARA BASA TUTORING PROGRAM FOR CY 2024	Php 5,313,883.22	Php 10,000.00

2. The **Department of Social Welfare and Development (DSWD) - Field Office III** now invites bids for the above Procurement Project. Delivery of the Goods shall within the period appearing in the **SCHEDULE OF REQUIREMENTS**. Bidders should have completed, **within the last ten (10) 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 using a non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

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 **Department of Social Welfare and Development Field Office III** and inspect the Bidding Documents at the address given below or at the DSWD Field Office III official website.

In compliance with GPPB Resolution 09-2020 entitled, “Approving Measures for the Efficient Conduct of Procurement Activities during a State of Calamity or Implementation of Community Quarantine or Similar Restrictions”, the DSWD Bids and Awards Committee has confirmed, adopted, and approved measures for online or electronic bidding, as recommended by the GPPB-TSO, for the efficient conduct of all procurement activities, regardless of the procurement modality, during the pandemic in preparation for the full implementation of GPPB Resolution No. 21-2021 using E- Bidding Facility of the Modernized Philippine Government Electronic Procurement System (mPhilGEPS).

In view of this, the procedure for this procurement project shall be in accordance with DSWD BAC Resolution No. 2021-10-01 relative to the Implementation of Electronic Submission and Receipt of Bids and the Bidder’s Kit on **Guidelines to Bidders in Adopting Electronic Submission of Bids** is attached herewith as Annex “A.”

5. A complete set of Bidding Documents may be acquired by interested Bidders on **May 8, 2024 to May 21, 2024 (9:00 AM)** 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. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person or electronic mail.

Interested Bidders shall contact the BAC Secretariat through e-mail at quotation.fo3@dswd.gov.ph for further instructions on the purchase and payment of the Bidding Documents.

Upon receipt from the BAC of an official Acknowledgement Receipt of Bid and payment of the Bidding Document Fee, the bidder shall submit to the BAC Secretariat clear digital copies of the aforementioned Acknowledgement Receipt of Bid and either clear scanned copy of Official Receipt issued by the DSWD Field Office III Cashier’s Office or any valid proof of payment made via bank or electronic banking **on or before the deadline of submission of bids.**

6. Department of Social Welfare and Development Field Office III will hold a **Pre-Bid Conference¹ on May 8, 2024| 10:00 AM** through video conferencing or webcasting via Google Meet which shall be open to prospective bidders.

A pre-registration shall be required for all interested suppliers in order to access the video conferences and to participate further in the procurement activities as scheduled. Those

¹ May be deleted in case the ABC is less than One Million Pesos (PhP1,000,000) where the Procuring Entity may not hold a Pre-Bid Conference.

interested bidders must provide complete information in the Google Forms which may be accessed via this link: <https://tinyurl.com/DSWDe-bid>

Prospective bidders are encouraged to discuss any concerns or clarifications about the eligibility requirements including the technical specifications on the said conference.

7. Bids must be duly received and acknowledged by the BAC Secretariat through online or electronic submission **on or before May 21, 2024 at 9:00 AM** in the manner compliant with the submission of eligibility documents for public bidding and in accordance with the above-mentioned DSWD BAC Resolution No. 2021-10-01 relative to the Implementation of Electronic Submission and Receipt of Bids and the Bidder's Kit on **Guidelines to Bidders in Adopting Electronic Submission of Bids**.

LATE SUBMISSION OF BIDS SHALL NOT BE ACCEPTED

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 **May 21, 2024, at 10:00 AM** via Google Meet video conferencing. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. Prospective bidders are requested to organize and submit their Bids electronically as provided under the Bidder's Kit on **Guidelines to Bidders in Adopting Electronic Submission of Bids and suppliers are hereby reminded as follows:**
 - a) The submission of the Legal and Technical Documents (First Envelope) and Financial Documents (Second Envelope) shall be in PDF file;
 - b) Scan the original copy of the **Legal and Technical Requirements** and save as PDF, after scanning the original copy of the **Legal and Technical Requirements**, place the scanned files in one folder with file name "**Legal and Technical Documents**" and compress the folder using **WinRAR Extractor Application** with file name "**Folder 1 - Legal and Technical Documents**", assign a strong password on the compressed file;
 - c) Scan the original copy of the **Financial Requirements** and save as PDF, after scanning the original copy of the **Financial Requirements**, place the scanned files in one folder with file name "**Financial Requirements**" and compress the folder using **WinRAR Extractor Application** with file name "**Folder 2 - Financial Documents**", assign a password on the compressed file;
 - d) After encrypting the **Legal and Technical, and Financial Requirements**, encrypt the two (2) encrypted files using **WinRAR Extractor Application** with file name "**DSWD-FOIII ITB No. ____ - (Name of Bidder)**", and assign a strong password;

In case of modification of bids by the bidder, the bidder shall use the file name for the main file "DSWD-FOIII ITB No. - (Name of Bidder) - Final**"**

The original bid submitted shall not be retrieved but a modified bid shall be submitted to the BAC Secretariat official uploading site provided that it is equally secured by strong password, properly identified, and submitted on or before the set deadline.

Important: Passwords shall bear a unique combination for each file. Same passwords for any and all files are **strictly not allowed**. Please see attached **ANNEX** for your guidance.

- e) Submit/Upload your bids thru this link: <https://tinyurl.com/dswdfo3cbupload> on or before the set deadline;
- f) After submission of your bids, wait for an acknowledgement of BAC via email for the confirmation of your submitted bids indicating the Date and Time of your submission; and
- g) Also, the link for the Opening of Bids will be sent to your registered email upon submission of the copy of the Acknowledgement Receipt of Bid and proof of payment of the bidding document to the BAC Secretariat as stated in item no.6 hereof.

Important: All bids submitted after the deadline will **NOT** be considered in the bid opening.

It is the responsibility of the bidders who submitted their bids electronically to monitor receipt of an auto-generated bid receipt acknowledging their bid submission. Failure to receive a bid receipt means the submission was not successful.

In case the bidder fails to submit any or all of the folders containing the documentary requirements in unique password-protected RAR files, the bid/quotation will automatically be disqualified and shall be declared as "FAILED" and the supplier will no longer be allowed to participate further in the procurement activities scheduled for this project.

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 DSWD FO III 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.
- 12. For further information, please refer to:

THE CHAIRPERSON

Bids and awards Committee c/o BAC Secretariat

DSWD Field Office III, Diosdado Macapagal Government Center,
Maimpis, City of San Fernando, Pampanga, Philippines
Tel: (045) 961 – 2143

13. You may visit the following websites:

For downloading of Bidding Documents:

ps-philgeps.gov.ph - Website of the Philippine Government Electronic
Procurement System (PhilGEPS)

www.fo3.dswd.gov.ph – Website of the DSWD Field Office III

<https://tinyurl.com/fo3bacsite> – Website of the DSWD Field Office III
BAC

Prospective bidders are **required** to pay for the purchase of the project's
Philippine Bidding Documents personally at DSWD FO III.



MARIBEL M. BLANCO

Bids and Awards Committee Chairperson

REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

DSWD Field Office III, Diosdado Macapagal Government Center, Maimpis,
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INVITATION TO BID

**SUPPLY AND DELIVERY OF CONSUMABLE INKS, TONERS AND CARTRIDGE FOR
THE USE OF VARIOUS OFFICES OF DSWD FIELD OFFICE III FOR CY 2024 –
SECOND POSTING**

ITB No. GOP/DSWD3-2024-04-0010
(PR No. 2024-02-076)

1. The **Department of Social Welfare and Development (DSWD) - Field Office III**, through the **GAA FY 2024 – Office Supplies** intends to apply the sum of **SIX MILLION THREE HUNDRED TWO THOUSAND ONE HUNDRED SIX PESOS** being the Approved Budget of the Contract to payments under the contract for **“SUPPLY AND DELIVERY OF CONSUMABLE INKS, TONERS AND CARTRIDGE FOR THE USE OF VARIOUS OFFICES OF DSWD FIELD OFFICE III FOR CY 2024 - SECOND POSTING”**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

LOT	PARTICULARS	ABC	BIDDING DOCUMENT FEE
1	Supply and Delivery of Consumables Inks, Toners and Cartridge	Php 6,302,106.00	Php 10,000.00

2. The **Department of Social Welfare and Development (DSWD) - Field Office III** now invites bids for the above Procurement Project. Delivery of the Goods shall within the period appearing in the **SCHEDULE OF REQUIREMENTS**. Bidders should have completed, **within the last ten (10) 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 using a non-discretionary *“pass/fail”* criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

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 **Department of Social Welfare and Development Field Office III** and inspect the Bidding Documents at the address given below or at the DSWD Field Office III official website.

In compliance with GPPB Resolution 09-2020 entitled, “Approving Measures for the Efficient Conduct of Procurement Activities during a State of Calamity or Implementation of Community Quarantine or Similar Restrictions”, the DSWD Bids and Awards Committee has confirmed, adopted, and approved measures for online or electronic bidding, as recommended by the GPPB-TSO, for the efficient conduct of all procurement activities, regardless of the procurement modality, during the pandemic in preparation for the full implementation of GPPB Resolution No. 21-2021 using E- Bidding Facility of the Modernized Philippine Government Electronic Procurement System (mPhilGEPS).

In view of this, the procedure for this procurement project shall be in accordance with DSWD BAC Resolution No. 2021-10-01 relative to the Implementation of Electronic Submission and Receipt of Bids and the Bidder’s Kit on **Guidelines to Bidders in Adopting Electronic Submission of Bids** is attached herewith as Annex “A.”

5. A complete set of Bidding Documents may be acquired by interested Bidders on **May 10, 2024 to May 22, 2024 (12:00 NN)** 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. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person or electronic mail.

Interested Bidders shall contact the BAC Secretariat through e-mail at quotation.fo3@dswd.gov.ph for further instructions on the purchase and payment of the Bidding Documents.

Upon receipt from the BAC of an official Acknowledgement Receipt of Bid and payment of the Bidding Document Fee, the bidder shall submit to the BAC Secretariat clear digital copies of the aforementioned Acknowledgement Receipt of Bid and either clear scanned copy of Official Receipt issued by the DSWD Field Office III Cashier’s Office **on or before the deadline of submission of bids.**

6. Department of Social Welfare and Development Field Office III will hold a Pre-Bid Conference¹ on **May 10, 2024 | 1:30 PM** through video conferencing or webcasting via Google Meet which shall be open to prospective bidders.

A pre-registration shall be required for all interested suppliers in order to access the video conferences and to participate further in the procurement activities as scheduled. Those interested bidders must provide complete information in the Google Forms which may be accessed via this link: <https://tinyurl.com/DSWDe-bid>

¹ May be deleted in case the ABC is less than One Million Pesos (PhP1,000,000) where the Procuring Entity may not hold a Pre-Bid Conference.

Prospective bidders are encouraged to discuss any concerns or clarifications about the eligibility requirements including the technical specifications on the said conference.

7. Bids must be duly received and acknowledged by the BAC Secretariat through online or electronic submission **on or before May 22, 2024 at 12:00 NN** in the manner compliant with the submission of eligibility documents for public bidding and in accordance with the above-mentioned DSWD BAC Resolution No. 2021-10-01 relative to the Implementation of Electronic Submission and Receipt of Bids and the Bidder's Kit on **Guidelines to Bidders in Adopting Electronic Submission of Bids**.

LATE SUBMISSION OF BIDS SHALL NOT BE ACCEPTED

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 **May 22, 2024, at 1:30 PM** via Google Meet video conferencing. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. Prospective bidders are requested to organize and submit their Bids electronically as provided under the Bidder's Kit on **Guidelines to Bidders in Adopting Electronic Submission of Bids** and suppliers are hereby reminded as follows:
 - a) The submission of the Legal and Technical Documents (First Envelope) and Financial Documents (Second Envelope) shall be in PDF file;
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 - d) After encrypting the **Legal and Technical, and Financial Requirements**, encrypt the two (2) encrypted files using **WinRAR Extractor Application** with file name "**DSWD-FOIII ITB No. ___ - (Name of Bidder)**", and assign a strong password;

In case of modification of bids by the bidder, the bidder shall use the file name for the main file "DSWD-FOIII ITB No. - (Name of Bidder) - Final**"**

The original bid submitted shall not be retrieved but a modified bid shall be submitted to the BAC Secretariat official uploading site provided that it is equally secured by strong password, properly identified, and submitted on or before the set deadline.

Important: Passwords shall bear a unique combination for each file. Same passwords for any and all files are **strictly not allowed**. Please see attached **ANNEX** for your guidance.

- e) Submit/Upload your bids thru this link: <https://tinyurl.com/dswdfo3cbupload> on or before the set deadline;
- f) After submission of your bids, wait for an acknowledgement of BAC via email for the confirmation of your submitted bids indicating the Date and Time of your submission; and
- g) Also, the link for the Opening of Bids will be sent to your registered email upon submission of the copy of the Acknowledgement Receipt of Bid and proof of payment of the bidding document to the BAC Secretariat as stated in item no.6 hereof.

Important: All bids submitted after the deadline will **NOT** be considered in the bid opening.

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11. The DSWD FO III 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.
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Bids and awards Committee c/o BAC Secretariat
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BAC

Prospective bidders are **required** to pay for the purchase of the project's Philippine Bidding Documents personally at DSWD FO III.



MARIBEL M. BLANCO

Bids and Awards Committee Chairperson



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

DSWD Field Office III, Diosdado Macapagal Government Center, Maimpis,
City of San Fernando Pampanga, Philippines 2000
Tel: (045) 861 – 2413 ; Telefax: (045) 961 – 2413

Email: bac.fo3@dswd.gov.ph website: <https://fo3.dswd.gov.ph>

INVITATION TO BID

**SUPPLY OF LABOR AND MATERIALS FOR THE RENOVATION AND
IMPROVEMENT OF MAIN BUILDING LOBBY, BREAST FEEDING AND CHILD-
MINDING AREA AND OTHER FACILITY – SECOND POSTING.**

ITB No. GOP/DSWD3-2024-04-0011
(PR No. 2024-02-167)

1. The Department of Social Welfare and Development (DSWD) - Field Office III, through the GAA FY 2024 – Office Supplies intends to apply the sum of **TWO MILLION EIGHT HUNDRED THOUSAND PESOS** being the Approved Budget of the Contract to payments under the contract for “**SUPPLY OF LABOR AND MATERIALS FOR THE RENOVATION AND IMPROVEMENT OF MAIN BUILDING LOBBY, BREAST FEEDING AND CHILD-MINDING AREA AND OTHER FACILITY – SECOND POSTING**”. Bids received in excess of the ABC shall be automatically rejected at bid opening.

LOT	PARTICULAR	ABC (In Phil Peso)	Cost of Bidding Document
	Supply of Labor and Materials for the Renovation and Improvement of Main Building Lobby, Breastfeeding and Childminding Area and Other Facility	Php 2,800,000.00	Php 5,000.00

2. The Department of Social Welfare and Development (DSWD) - Field Office III now invites bids for the above Procurement Project. Completion of the Works should be within One Hundred Five (105) Calendar Days. Bidder must have at least 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 using non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

Prospective Bidders may obtain further information from Department of Social Welfare and Development Field Office III and inspect the Bidding Documents at the address given below or at the DSWD Field Office III official website.

In compliance with GPPB Resolution 09-2020 entitled, “Approving Measures for the Efficient Conduct of Procurement Activities during a State of Calamity or Implementation of Community Quarantine or Similar Restrictions”, the DSWD Bids and Awards Committee has confirmed, adopted, and approved measures for online or electronic bidding, as recommended by the GPPB-TSO, for the efficient conduct of all procurement activities, regardless of the procurement modality, during the pandemic in preparation for the full implementation of GPPB Resolution No. 21-2021 using E- Bidding Facility of the Modernized Philippine Government Electronic Procurement System (mPhilGEPS).

In view of this, the procedure for this procurement project shall be in accordance with DSWD BAC Resolution No. 2021-10-01 relative to the Implementation of Electronic Submission and Receipt of Bids and the Bidder’s Kit on Guidelines to Bidders in Adopting Electronic Submission of Bids is attached herewith as Annex “A.”

4. Interested bidders may obtain further information from **Bids and Awards Committee (BAC) Secretariat** of the Procuring Entity and inspect the Bidding Documents posted at DSWD Field Office III.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **May 10, 2024 to May 22, 2024 (9:00 AM)** 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. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person or electronic mail.

Interested Bidders shall contact the BAC Secretariat through e-mail at quotation.fo3@dswd.gov.ph for further instructions on the purchase and payment of the Bidding Documents.

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6. The Department of Social Welfare and Development Field Office III will hold a **Pre-Bid Conference on May 10, 2024 | 10:00 AM through video conferencing or webcasting via Google Meet** which shall be open to prospective bidders.

A pre-registration shall be required for all interested suppliers in order to access the video conferences and to participate further in the procurement activities as scheduled. Those interested bidders must provide complete information in the Google Forms which may be accessed via this link: <https://tinyurl.com/DSWDe-bid>.

Prospective bidders are encouraged to discuss any concerns or clarifications about the eligibility requirements including the technical specifications in the said conference.

7. Bids must be duly received and acknowledged by the BAC Secretariat through online or electronic submission **on or before May 22, 2024 at 9:00 AM** in the manner compliant with the submission of eligibility documents for public bidding and in accordance with the above-mentioned DSWD BAC Resolution No. 2021-10-01 relative to the Implementation of Electronic Submission and Receipt of Bids and the Bidder's Kit on Guidelines to Bidders in Adopting Electronic Submission of Bids.
8. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 16.
9. Bid opening shall be **on May 22, 2024 at 10:00 AM** via Google Meet video conferencing. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. Prospective bidders are requested to organize and submit their Bids electronically as provided under the Bidder's Kit on **Guidelines to Bidders in Adopting Electronic Submission of Bids**. and suppliers are hereby reminded, as follows:
 - a) The submission of the Legal and Technical Documents (First Envelope) and Financial Documents (Second Envelope) shall be in PDF file;
 - b) Scan the original copy of the **Legal and Technical Requirements** and save as PDF, after scanning the original copy of the **Legal and Technical Requirements**, place the scanned files in one folder with file name "**Legal and Technical Documents**" and compress the folder using **WinRAR Extractor Application** with file name "**Folder 1 - Legal and Technical Documents**", assign a strong password on the compressed file;
 - c) Scan the original copy of the **Financial Requirements** and save as PDF, after scanning the original copy of the **Financial Requirements**, place the scanned files in one folder with file name "**Financial Requirements**" and compress the folder using **WinRAR Extractor Application** with file name "**Folder 2 - Financial Documents**", assign a password on the compressed file;

d) After encrypting the **Legal and Technical, and Financial Requirements**, encrypt the two (2) encrypted files using **WinRAR Extractor Application** with file name “**DSWD-FOIII ITB No. ___ - (Name of Bidder)**”, and assign a strong password;

In case of modification of bids by the bidder, the bidder shall use the file name for the main file “**DSWD-FOIII ITB No. - (Name of Bidder) - Final**”

The original bid submitted shall not be retrieved but a modified bid shall be submitted to the BAC Secretariat official uploading site provided that it is equally secured by strong password, properly identified, and submitted on or before the set deadline.

Important: Passwords shall bear a unique combination for each file. Same passwords for any and all files are strictly not allowed. Please see attached **ANNEX** for your guidance.

e) Submit/Upload your bids thru this link: <https://tinyurl.com/dswdfo3cbupload> on or before the set deadline;

f) After submission of your bids, wait for an acknowledgement of BAC via email for the confirmation of your submitted bids indicating the Date and Time of your submission; and

g) Also, the link for the Opening of Bids will be sent to your registered email upon submission of the copy of the Acknowledgement Receipt of Bid and proof of payment of the bidding document to the BAC Secretariat as stated in item no.6 hereof.

Important: All bids submitted after the deadline will NOT be considered in the bid opening.

It is the responsibility of the bidders who submitted their bids electronically to monitor receipt of an auto-generated bid receipt acknowledging their bid submission. Failure to receive a bid receipt means the submission was not successful.

In case the bidder fails to submit any or all of the folders containing the documentary requirements in unique password-protected RAR files, the bid/quotation will automatically be disqualified and shall be declared as “FAILED” and the supplier will no longer be allowed to participate further in the procurement activities scheduled for this project.

11. 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.

12. The DSWD FO III 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.
13. For further information, please refer to:

THE CHAIRPERSON

Bids and awards Committee c/o BAC Secretariat
DSWD Field Office III, Diosdado Macapagal Government Center,
Maimpis, City of San Fernando, Pampanga, Philippines
Tel: (045) 961 – 2143

14. You may visit the following websites:

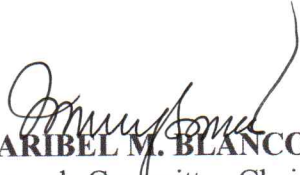
For downloading of Bidding Documents:

ps-philgeps.gov.ph - Website of the Philippine Government Electronic Procurement System (PhilGEPS)

www.fo3.dswd.gov.ph – Website of the DSWD Field Office III

<https://tinyurl.com/fo3bacsite>– Website of the DSWD Field Office III BAC

Prospective bidders are **required** to pay for the purchase of the project's Philippine Bidding Documents **personally at DSWD FO III.**


MARIBEL M. BLANCO
Bids and Awards Committee Chairperson 8