

INVITATION TO BID

RENTAL OF INFORMATION TECHNOLOGY (IT) EQUIPMENT FOR INTERIM SHELTER FUND PROJECT COORDINATION OFFICE

— ITB No. GOP/14-DSWD-037 —
(RIS/PR Nos. 14103377 & 14103380)

1. The **Department of Social Welfare and Development (DSWD)**, through **Interim Shelter Funds**, intends to apply the sum of **One Million Six Hundred Twenty-Four Thousand Pesos (PhP 1,624,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the **Rental of Information Technology (IT) Equipment for Interim Shelter Fund Project Coordination Office (ISFPCO)** classified in accordance with the following lots:

Lot No.	Particulars	Quantity	Unit	Rental Period	ABC (in Phil Peso)
1	Ultrabook Computer	8	Units	12 months	504,000.00
2	Workstation Computer	20	Units	12 months	1,120,000.00

Bids received in excess of the ABC shall be automatically rejected at bid opening.

2. The DSWD now invites bids for the **Rental of Information Technology (IT) Equipment for Interim Shelter Fund Project Coordination Office (ISFPCO)**. **The delivery of goods shall be within seven (7) working days from receipt of the Notice to Proceed (NTP)**. 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 using a non-discretionary “pass/fail” criterion as specified in the Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the “Government Procurement Reform Act”.

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 5183 and subject to Commonwealth Act 138.

4. Interested bidders may obtain further information from DSWD Bids and Awards Committee (BAC) Secretariat and inspect the Bidding Documents at the address given below from Mondays to Fridays at 8:00am to 5:00pm.

A complete set of Bidding Documents may be purchased by interested Bidders on **12 December 2014 to 07 January 2015** from the address below and upon payment of a nonrefundable fee for the Bidding Documents in the amount of **Two Thousand Five Hundred Pesos (PhP 2,500.00)**.

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 Bidders shall pay the nonrefundable fee for the Bidding Documents not later than the submission of their bids.

5. The DSWD will hold a **Pre-Bid Conference** on **22 December 2014 at 01:00 p.m.**, at the **Directors Dormitory (Executive Lounge), DSWD Central Office, IBP Road, Constitution Hills, Quezon City** which shall be open only to all interested parties who have purchased the Bidding Documents.
6. Bids must be delivered to the address below on or before **10:00 a.m.** of **07 January 2015**. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 18.

Bid opening shall be on **07 January 2015, 10:00 a.m.**, at the **Directors Dormitory (Executive Lounge), DSWD Central Office, IBP Road, Constitution Hills, Quezon City**. Bids will be opened in the presence of the Bidders' representatives who choose to attend. Late bids shall not be accepted.

7. The DSWD reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.
8. For further information, please refer to:

THE CHAIRPERSON

DSWD Bids and Awards Committee-I
c/o BAC Secretariat
Ground Floor, DSWD Central Office
IBP Road, Constitution Hills, Quezon City
Fax No. (02) 931-6139
Telephone Nos. (02) 931-8101 to 07 Local 121 or 122

TEODULO R. ROMO, JR., MNSA, CESO II
Assistant Secretary and
Bids and Awards Committee-I Chairperson

By:

(Original Signed)
VINCENT ANDREW T. LEYSON
Director IV and
Bids and Awards Committee-I Vice-Chairperson