

Section I. Invitation to Bid



REPUBLIC OF THE PHILIPPINES
COMMISSION ON AUDIT
Regional Office No. IV-A
Commonwealth Avenue, Quezon City

INVITATION TO BID No. 2020- 013

INVITATION TO BID FOR THE PROCUREMENT OF FURNITURE AND FIXTURES, OFFICE EQUIPMENT AND INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT FOR COA PROVINCIAL SATELLITE AUDITING OFFICE (PSAO)-QUEZON

1. The Commission on Audit (COA) Regional Office No. IV-A, through Notice of Fund Transfer Nos. 2018-0102 and 2018-0104 dated August 28, 2018 and September 27, 2018, respectively, intends to apply the sum of One Million Nine Hundred Eighty-Six Thousand Two Hundred Sixty Pesos (P1,986,260.00) being the Approved Budget for the Contract (ABC) to payments under the contract for procurement of Furniture and Fixtures, Office Equipment and ICT Equipment for COA Provincial Satellite Auditing Office (PSAO)-Quezon.

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

2. The COA Regional Office No. IV-A now invites bids for the Procurement of the following:

Lot No.	Particulars (All for PSAO-Quezon)	Approved Budget for the Contract (ABC)
1	Photocopying Machine	P 900,000.00
2	Office Equipment	268,000.00
3	Information and Communication Technology Equipment	237,000.00
4	Furniture and Fixtures	581,260.00
Total ABC		P 1,986,260.00

Interested bidder may bid only for one lot or combination of two or more lots. Bid prices per lot in excess of the ABC per lot shall be automatically rejected at bid opening. As long as the total calculated bid prices does not exceed the ABC per lot, the bid shall be considered responsive, regardless whether some of the cost of the items of each lot of the bid exceed the estimated cost for an identified component.

Delivery and Installation of Goods is required within sixty (60) days after receipt of the Notice to Proceed (NTP). Bidders should have completed, within three (3) years (August 2017 to August 2020) from the date of submission and receipt of bid, 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, 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 No. 5183.

4. Interested bidders may obtain further information from the Bids and Awards Committee (BAC), COA Regional Office No. IV-A and inspect the Bidding Documents at COA Regional Office No. IV-A, Commonwealth Avenue, Quezon City, during office hours, Monday to Friday, from 9:00 A.M. to 3:00 P.M starting from September 14, 2020 until 10:00 A.M of October 5, 2020.
5. A complete set of Bidding Documents may be acquired by interested Bidders on September 14, 2020 to October 5, 2020 at COA Regional Office No. IV-A, Commonwealth Avenue, Quezon City, upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Five Hundred Pesos (₱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 Commission on Audit (www.coa.gov.ph), provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

6. The COA Regional Office No. IV-A will hold a Pre-Bid Conference on September 23, 2020 at 10:00 A.M. at the Conference Room, Ground Floor, COA Regional Office No. IV-A, Commonwealth Avenue, Quezon City, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat at the Conference Room, COA Regional Office No. IV-A, Commonwealth Avenue, Diliman, Quezon City, on or before October 5, 2020 at 10:00 A.M. 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 conducted immediately after the deadline of submission of bids on October 5, 2020 at 10:00 A.M. at the Conference Room, Ground Floor, COA Regional Office No. IV-A, Commonwealth Avenue, Quezon City. Late bids shall not be

accepted. Bids will be opened in the presence of the bidder's representatives who choose to attend at the address below.

8. The COA Regional Office No. IV-A reserves the right to verify the veracity of any information or authenticity of any documents submitted in the course of bidding and to undertake ocular inspection of offices and facilities of bidders.

It shall not assume any responsibilities whatsoever to compensate or indemnify the bidders for any expense incurred in the preparation of the bid, nor does it guarantee that an award will be made.

9. The COA Regional Office No. IV-A 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 Section 41 of RA No. 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

For further information, please refer to:

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