



## INVITATION TO BID FOR THE OFFICE PRODUCTIVITY REPLACEMENT

- The **Technical Education and Skills Development Authority (TESDA)**, through the **General Appropriations Act (GAA) FY 2021** chargeable to the **Medium-Term ICT Harmonization Initiative (MITHI)** intends to apply the sum of **Eighteen Million Eight Hundred Ninety-Two Thousand Pesos (Php18,892,000.00)** for the Office Productivity Replacement being the ABC to payments under the contract for all items in each lot. Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening.

LOT NO.	TITLE	ABC (Php)
1	<b>Laptop</b>	<b>9,932,000.00</b>
2	<b>Desktop</b>	<b>8,960,000.00</b>

- The **TESDA** now invites bids for the above Procurement Project. Delivery of the Goods is required within **thirty (30) calendar days** from receipt of the winning bidder of the Notice to Proceed. Bidders should have completed, within **five (5) 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).
- 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.

- Prospective Bidders may obtain further information from TESDA and inspect the Bidding Documents at the address given below during office hours from 8:00 a.m. to 5:00 p.m. starting **2 December 2021**.
- A complete set of Bidding Documents may be acquired by interested Bidders beginning **2 December 2021** from the given address and website(s) below and upon payment of the following applicable fees for the Bidding Documents:

LOT NO.	ABC (in Philippine Peso)	Cost of Bidding Documents (in Philippine Peso)
1	<b>9,932,000.00</b>	10,000.00
2	<b>8,960,000.00</b>	10,000.00

The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person.

6. The TESDA will hold a Pre-Bid Conference on **9 December 2021 at 3:00 p.m.** through video conferencing or webcasting via **Zoom** which shall be open to prospective bidders.

In line with the precautionary health measures being adopted by the agency, interested bidders may join the Pre-Bid Conference via video-conference (Zoom). In order to secure the zoom link password, prospective bidders are advised to send an email request to the BAC Secretariat at **bacsecretariat@tesda.gov.ph** **NOT LATER THAN 4:00 P.M., 7 December 2021**, together with the following details:

- a. Name of Project
- b. Bid Reference
- c. Activity
- d. Company Name
- e. Address
- f. Name of Representative [maximum of two (2)]
- g. Contact Nos.
- h. E-mail Address
- i. Scanned or Proof of Identity of the representative (pls. attach)

By submitting the abovementioned information, it would be understood that the prospective bidders are conforming to the Data Privacy Act and TESDA Privacy Rules and Regulations. TESDA will not share the personally identifiable information to any third party for marketing purposes. However, TESDA may share information with governmental agencies in cases permitted or required by law. Likewise, the personally identifiable information shall be kept secured. Only authorized staff of the abovementioned e-mail have access to this information.

For the Pre-Bid Conference, bidders are encouraged to send their authorized technical representatives or personnel who are familiar with the bidding requirements and who will prepare the documents for the bidder to minimize errors in the preparation of bids. The bidders' representative shall carefully consider all the discussions during the Pre-bid Conference and be guided by them in the preparation of bids. Only the **pre-registered representative/s or personnel** shall be allowed to attend during Zoom Video Conference.

7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before **21 December 2021 at 3:00 p.m.** Online submission is not yet available. Late 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 **21 December 2021 at 3:15 p.m.**, at the Gabriela Silang Room, TESDA Women's Center, Gate 1, TESDA Complex, Building 2, East Service Road, South Luzon Expressway (SLEX), Fort Bonifacio, Taguig City 1630. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

Should the prospective suppliers wish to attend, only one (1) authorized representative shall be allowed to witness the opening of bids. Thus, the authorized representative shall submit a copy of his/her **COVID-19 vaccination card showing that he/she is fully vaccinated and a negative COVID-19 antigen result no longer than twenty-four (24) hours** prior to the foregoing meeting.

If the bidders opt not to attend the meeting physically, they can join via Zoom application and they are advised to send an email request to the BAC Secretariat at bacsecretariat@tesda.gov.ph **NOT LATER 4:00 p.m., 20 DECEMBER 2021**, together with the following details, in order to secure the Zoom link password:

- a. Name of Project
- b. Bid Reference
- c. Company Name
- d. Address
- e. Name of Representative [maximum of one (1)]
- f. Contact Nos.
- g. E-mail Address
- h. Scanned or Proof of Identity of the representative (pls. attach)

By submitting the abovementioned information, it would be understood that the prospective bidders are conforming to the Data Privacy Act and TESDA Privacy Rules and Regulations. TESDA will not share the personally identifiable information to any third party for marketing purposes. However, TESDA may share information with governmental agencies in cases permitted or required by law. Likewise, the personally identifiable information shall be kept secured. Only authorized staff of the abovementioned e-mail have access to this information.

For the Opening of Bids, bidders are required to send their authorized technical representatives or personnel who are familiar with the bidding requirements and who prepared the documents for the bidder. The bidders' representative shall respond to the queries during the meeting if ever there will be relative the document/s of the bidder. Only the **pre-registered representative/s or personnel of those bidders that purchased the Bidding Documents** shall be allowed to attend during Zoom Video Conference.

10. The **TESDA** 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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11. For further information, please refer to:

**ATTY. GINBER M. LUNA**

Head, BAC Secretariat

3rd Floor, Procurement Division

TESDA Administration Building

East Service Road, South Luzon Expressway (SLEX)

Fort Bonifacio, Taguig City 1630

Telefax: (02) 8893-8296

E-mail: bacsecretariat@tesda.gov.ph

12. You may visit <https://www.tesda.gov.ph/About/TESDA/149> for downloading of Bidding Documents.

*Date of Issue: 1 December 2021*

  
**DDG LINA C SARMIENTO**  
BAC Chairperson

*Lina C Sarmiento*