

## INVITATION TO BID FOR THE SUPPLY AND DELIVERY OF FOUR (4) UNITS UTILITY/COMMERCIAL VAN AND FIVE (5) UNITS PICKUP TRUCKS FOR THE TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY (TESDA)

1. The **Technical Education and Skills Development Authority (TESDA)**, through the National Expenditure Program (NEP) for FY 2025 intends to apply the sum of **Fifteen Million Seven Hundred Fifty-Three Thousand Five Hundred Eighty Three Pesos and 33/100 (₱15,753,583.33)** for the **Supply and Delivery of Four (4) Units Utility/Commercial Van and Five (5) Units Pickup Trucks for the Technical Education and Skills Development Authority (TESDA)** being the Approved Budget for the Contract (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 (IN PHILIPPINE PESO)
1	Utility/Commercial Van	5,498,666.68
2	Pickup Truck	10,254,916.65
	<b>TOTAL</b>	<b>15,753,583.33</b>

This procurement activity is being undertaken in accordance with the provisions under Appendix 31 of the 2016 Revised Implementing Rules and Regulations (RIRR) of Republic Act (RA) No. 9184 on the Guidelines for the implementation of Early Procurement Activities (EPA).

EPA shall refer to the conduct of procurement activities, from posting of the procurement opportunity, if required, until recommendation of the Bids and Awards Committee (BAC) to the Head of Procuring Entity (HoPE) as to the award of the contract, for goods to be delivered, infrastructure projects to be implemented and consulting services to be rendered in the following fiscal year (i.e., FY 2025), pending approval of their respective funding sources.

The bidders, therefore, are herewith informed of the following:

- a.) Interested bidders are invited/requested to submit their bid proposals based on indicative budget (i.e., subject to final approval) through this Invitation to Bid, together with the bidding documents;
- b.) The PE will evaluate the bid proposals and determine the winning bidder. The financial bid proposal of the winning bidder will be contract price/amount which is considered fixed price. However, the Notice of Award (NOA) will only be issued upon the approval of the budget (i.e., short of award);

c.) Should there be a delay in the award as affected by the possible delay in the budget approval, the bid validity as specified in the bidding documents (which is a maximum of 120 calendar days), the winning bidder may be requested to extend the bid validity accordingly (that is, changing the expiration of the original bid security). In case of the bidder's refusal to extend the bid validity, the bid submitted by said bidder will be rejected.

2. The **TESDA** now invites bids for the Early Procurement of the above Procurement Project. Delivery of the Goods is required within **sixty (60)** 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).

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 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 20 November 2024.**

5. A complete set of Bidding Documents may be acquired by interested Bidders beginning **20 November 2024 until 27 November 2024** 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	5,498,666.68	₱5,000.00
2	10,254,916.65	₱25,000.00

The fees for the Bidding Documents shall be applied for each lot based on the above schedule of fees. However, the total amount to be paid by the prospective bidders should not exceed **₱25,000.00** regardless of the number of lots being bid.

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 through face to face and videoconferencing/webcasting on **27 November 2024 at 2:00 p.m.** at the BAC Conference Room, 5<sup>th</sup> Floor, TESDA Administration Building, Gate 1, TESDA Complex, East Service Road, South Luzon Expressway (SLEX), Fort Bonifacio, Taguig City which shall be open to prospective Bidders.

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.

Prospective bidders are advised to send an e-mail request to the BAC Secretariat at [bacsecretariat@tesda.gov.ph](mailto:bacsecretariat@tesda.gov.ph) **NOT LATER THAN 26 November 2024.** together with the following details:

- a. Name of the Project
- b. Bid Reference
- c. Activity
- d. Company Name
- e. Address
- f. Name of Representative [Maximum of one (1) representative]
- g. Contact Number
- h. Scanned proof of Identity of the Representative

Kindly register before the abovementioned meeting time. Before the meeting, each participant (bidder's representative) must indicate his/her full name and company name (e.g., Juan Dela Cruz, ABC123 Trading) in the Zoom screen name.

7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before **10 December 2024 at 9:00 a.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 **10 December 2024 at 2:00 p.m** at the BAC Conference Room, 5<sup>th</sup> Floor, TESDA Administration Building, Gate 1, TESDA Complex, East Service Road, South Luzon Expressway (SLEX), Fort Bonifacio, Taguig City. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

For the Opening of Bids, bidders are required to send one (1) authorized technical representative or personnel who is 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.

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.
11. For further information, please refer to:  
**Ms. ARCADIA CRESELDA P. BALINAS**  
Head, BAC Secretariat  
3<sup>rd</sup> 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](mailto:bacsecretariat@tesda.gov.ph)
12. You may visit <https://www.tesda.gov.ph/About/TESDA/149> or <https://philgeps.gov.ph> for downloading of Bidding Documents.

*Date of Issue: 19 November 2024*

  
**DDG VIDAL D. MILLANUEVA III**  
BAC-A Chairperson *gv*  
Deputy Director General *g*  
TESD Operations