



INVITATION TO BID

SUPPLY, DELIVERY AND ASSEMBLY OF ONE (1) LOT VARIOUS BRAND NEW FURNITURE, FIXTURES AND ACCESSORIES FOR 103 NATIONAL CHILD DEVELOPMENT CENTERS (NCDC) OF THE EARLY CHILDHOOD CARE AND DEVELOPMENT COUNCIL (ECCDC)

Bid Reference No.: GPG-B1-2020-117

Approved Budget for the Contract: ₱42,607,824.00

1. The **Philippine International Trading Corporation (PITC)** and the **Early Childhood Care and Development Council (ECCDC)** intends to apply the sum Pesos: **Forty Two Million Six Hundred Seven Thousand Eight Hundred Twenty Four & 00/100 Only (₱ 42,607,824.00)** being the Approved Budget for the Contract (ABC) to payments under the contracts for the project.

Description	TOTAL ABC ₱ (VAT Inclusive)	Funding Source	Bid Security (in any of the following forms)	Cost/Price of Bid Documents (Cash Payment OR Cash Deposit only) (₱)
Supply, Delivery and Assembly of One (1) Lot Various Brand New Furniture, Fixtures and Accessories	42,607,824.00	PITC Official Receipt No. 1981 dated 05 October 2016, 2129 dated 19 January 2017 and 2533 dated 14 September 2017	<ul style="list-style-type: none"> • Bid Securing Declaration • Cash or Cashier's/ Manager's Check equivalent to at least 2% of the ABC* • Bank Guarantee/ Bank draft or Irrevocable LC • Surety bond callable upon demand** 	25,000.00

*Only those issued and confirmed by a Local Universal or Local Commercial Bank

**Must be callable upon demand issued by a Surety or Insurance Company duly certified by the Insurance Commission as authorized to issue such bond

2. Composition are as follows:

No.	ITEM	(IN PIECES UNLESS OTHERWISE INDICATED)				
		N. Luzon Area	S. Luzon Area	Visayas Area	Mindanao Area	TOTAL
1	Art shelf	38	48	58	58	202
2	Block shelf	38	48	58	58	202
3	Book shelf	38	48	58	58	202
4	Cubby holes Type 01	38	48	58	58	202
5	Cubby holes Type 02	38	48	58	58	202
6	Toy shelf	38	48	58	58	202
7	Combi Bag and Shoe Rack	38	48	58	58	202
8	Teacher's Chair	20	24	29	28	101
9	Meeting Table	19	24	29	29	101
10	Meeting Chair	76	96	116	116	404
11	Reversible Board (Whiteboard & Corkboard)	19	24	29	29	101
12	Built-Up-Stage	19	24	29	29	101
13	Toddler bed with mattress and pillow	19	24	29	29	101
14	Sand Box	20	24	29	29	102
15	Easel/Drawing Board	19	24	29	29	101
16	Trapezoidal Table	228	288	348	348	1212
17	Kiddie Chairs	720	864	1044	1044	3672
18	Interlocking Rubber Matting	950	1200	1450	1450	5050
19	Multi-Storage Tote Trays	19	24	29	29	101
20	Circular Cushion Matting	20	24	29	29	102
21	Floor pillow with case	665	840	1015	1015	3535

3. Bids received in excess of the ABC shall be automatically rejected at Bid opening.
4. PITC and ECCDC now invite authorized Philippine Suppliers or Resellers or Distributors or Traders for the Supply, Delivery and Assembly of One (1) Lot Various Brand New Furniture, Fixtures and Accessories (hereafter referred to as GOODS/SERVICES).
5. The bidding is open to Filipino citizens / sole proprietorships, partnerships, or organization with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines.
6. A prospective Bidder must have completed a Single Contract of Similar Nature within last five (5) years from the date of submission and receipt of bids amounting to at least fifty percent (**50%**) of the ABC.

Similar nature shall mean “**Office Furniture and Fixtures**”

7. **Delivery Period:** Within ninety (90) calendar days from receipt of Notice to Proceed (NTP).

Delivery Place: Various NDCs (See Annexes: **V-B to V-B4**)

8. The **Schedule of Bidding Activities** shall be as follows:

	ACTIVITIES	TIME	VENUE
1)	Sale and Issuance of Bidding Documents	21 October 2020	3/F, NDC Building, 116 Tordesillas St., Salcedo Village, 1227 Makati City
2)	Pre-Bid Conference	28 October 2020, Wednesday, 2:00PM	Via Video Conference**
3)	<u>Submission</u> of Bid Documents*	On or before 27 November 2020, Friday, 10:00AM <i>*Late Bids shall not be accepted</i>	3/F, NDC Building, 116 Tordesillas St., Salcedo Village, 1227 Makati City
	<u>Opening</u> of Bid Documents	27 November 2020, Friday, 10:00AM	Via Video Conference**

****Only Two (2) representatives per bidder shall be allowed to participate in the Zoom Conference.**

In line with the precautionary health measures being adopted by the agency, interested bidders may join the **Pre-Bid Conference** via video conference (Zoom) and advised to send their request for Zoom Link Password to the **bac1secretariat@pitc1973.onmicrosoft.com** with the following information together with proof of identity of the attendee **a day before** the scheduled conference. **Maximum of two (2) participants per company.**

Name of Project
Bid Reference No.
Activity
Company Name
Address
Name of Representative <u>[maximum of two (2)]</u>

Contact Nos.
<i>E-mail Address (to which all communications from the Bids and Awards Committee shall be sent)</i>
Scanned or Photo of Proof of Identity (please attach)

For the **Pre-Bid Conference and Opening of Bids:**

Bidders are encouraged to send their authorized technical representatives or personnel who are familiar with the bid requirements and who will prepare the documents for the bidder. Only the **two (2) pre-registered** representatives/personnel/s shall be allowed to attend during zoom meeting.

9. The complete set of Bidding Documents may be acquired by interested bidders from Monday to Friday between 9:00AM to 2:00PM upon payment of a non-refundable fee as indicated above and look for the following BAC Secretariat:

Monday	Jane Arcilla / Vivian Villanueva
Tuesday	Irissa Ordillano / Vivian Villanueva
Wednesday	Jane Arcilla / Vivian Villanueva
Thursday	Irissa Ordillano
Friday	Irissa Ordillano

It may be also downloaded free of charge from the website of the PhilGEPS and the PITC website. However, only those who have paid the cost of Bidding Documents at least one (1) day before the submission of their bids will be allowed to bid.

Bidders may pay for the cost of Bidding Documents thru any of the following modes of payment:

1) Cash Payment

PITC Cashier will be available from Tuesday to Thursday between 10:00 AM to 02:00PM.

OR

2) Cash Deposit

Interested Bidders may send a request letter for Bank Details to the BAC Secretariat c/o Ma. Theresa Elima at myette.elima@pitc1973.onmicrosoft.com. Thereafter, proof of payment must be emailed back to the BAC Secretariat.

10. Interested bidders may obtain further information from the BAC Secretariat by sending their queries via e-mail at **chairbac1@pitc.gov.ph** starting **21 October 2020**. However, any queries relative to the contents of the bid documents and the project requirements can only be made by suppliers not later than ten (10) calendar days prior to the Submission and Opening of Bids.

11. PITC reserves the right to accept or reject any bid proposal, 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.

(SGD)PITC, Bids & Awards Committee I

Posting of Invitation to Bid and Bidding Documents on **21 October 2020**

@ PhilGEPS, PITC Bulletin Board and PITC Website www.pitc.gov.ph