



**Republic of the Philippines
Province of Oriental Mindoro
MUNICIPALITY OF GLORIA**

**INVITATION TO BID
ITB No. 2020-017**

**Supply and Delivery of Information Communication Technology Equipment of
Various Elementary Schools and District Office**

1. The **Municipality of Gloria**, through the **Special Education Fund (SEF)** intends to apply the sum of **One Million Three Hundred Forty-Two Thousand Pesos (Php 1,342,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for each item. Bids received in excess of the ABC for each item shall be automatically rejected at bid opening.
2. The **Municipality of Gloria**, now invites bids for the **Supply and Delivery of Information Communication Technology Equipment of Various Elementary Schools and District Office**. Delivery of Goods is required within **thirty (30) days upon receipt of Notice to Proceed**. 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 2016 Revised 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.


BAC SCHEDULE OF ACTIVITIES

- a. **Posting in the Bulletin Board, Agency website and PhilGEPS** : **September 8, 2020**
 - b. **Issuance of Bidding Documents** : **September 9-29, 2020**
 - c. **Pre-bid Conference** : **September 16, 2020 3:00 PM**
 - d. **Deadline for the Submission and Receipt of Bids** : **September 29, 2020 1:00 PM**
 - e. **Opening and Preliminary Examination of Bids** : **September 29, 2020 3:00 PM**
 - f. **Bid Evaluation** : **September 30, 2020**
4. Interested bidders may obtain further information from **Municipality of Gloria** and inspect the Bidding Documents at the address given below from **8:00 AM to 5:00 PM**.
 5. A complete set of Bidding Documents may be acquired by interested Bidders on **September 9-29, 2020** from the address upon payment of the applicable fees for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.
 6. Bids must be duly received by the BAC Secretariat at the address below on or before **September 29, 2020 1:00 PM**. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause.

- a. Bid opening shall be on **September 29, 2020 3:00 PM at the Municipal Executive Conference Room 2**. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.
7. The **Municipality of Gloria** 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 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
8. For further information, please refer to:


MARIECHELLE A. PEREZ
BAC Secretariat
Municipality of Gloria


MANULITO S. RODRIGUEZ
MCR/BAC Chairman
Municipality of Gloria

Bid Data Sheet

ITB Clause	
1.1	<p>The Procuring Entity is Municipality of Gloria. The name of the Contract is Supply and Delivery of Information Communication Technology Equipment of Various Elementary Schools and District Office.</p> <p>The identification number of the Contract is Invitation to Bid No. 2020-017.</p>
1.2	<p>The lot(s) and reference is/are: Invitation to Bid No. 2020-017</p> <p>Supply and Delivery of Information Communication Technology Equipment of Various Elementary Schools and District Office.</p>
2	<p>The Funding Source is: The Government of the Philippines (GOP) through the Special Education Fund (SEF) intends to apply the sum of One Million Three Hundred Forty-Two Thousand Pesos (Php 1,342,000.00).</p> <p>The name of the Project is Supply and Delivery of Information Communication Technology Equipment of Various Elementary Schools and District Office.</p>
3.1	No further instructions.
5.1	No further instructions.
5.2	Foreign bidders, except those falling under ITB Clause, may not participate in this Project.
5.3	The Bidder must have completed, within the period specified in the Invitation to Bid and ITB Clause 12.1(a)(ii), a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC.
7	No further instructions.
8.1	Subcontracting is not allowed
8.2	Not Applicable
9.1	The Procuring Entity will hold a pre-bid conference for this Project on September 16, 2020 @ 3:00 pm, Municipal Executive Conference Room 2 .
10.1	<p>The Procuring Entity's address is:</p> <p>MANULITO S. RODRIGUEZ MCR/BAC Chairman Municipality of Gloria Oriental Mindoro</p>
12.1(a)	<p>In accordance with Clause 19.4 of the Instruction to Bidders, the bid, except for the unamended printed literature, shall be signed, and each and every page thereof shall be initialed, by the duly authorized representative/s to the Bidder.</p> <p>ELIGIBILITY REQUIREMENTS</p> <p style="text-align: center;"><u>Class "A" Documents</u> <u>LEGAL DOCUMENTS</u></p> <ol style="list-style-type: none"> 1. PhilGEPS Certificate of Registration and Membership in accordance with Section 8.5.2 of the IRR. Include also the following documents: <ol style="list-style-type: none"> a. Mayor's Permit b. DTI/SEC c. Tax Clearance d. Audited Financial Statement

TECHNICAL DOCUMENTS

2. Statement of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid, within the relevant period as provided in the Bidding Documents; if none, Certification of No Ongoing/Awarded but not yet started contracts.
3. Statement of the Bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Section 23.4.1.3 and 23.4.2.4 of the IRR within the relevant period as provided in the Bidding Documents.

The Statement shall be supported by the following:

- a. Purchase Order or Notice of Award/Proceed
- b. End-user's acceptance or official receipt covering payment of contract.

FINANCIAL DOCUMENTS

4. Computation of Net Financial Consulting Capacity (NFCC) or Credit Line Commitment (CLC) from a universal or commercial bank.

Class "B" Document:

5. Valid Joint Venture Agreement (JVA) in case the joint venture is already in existence.
In the absence of JVA, duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provision of the JVA in the instance the bid is successful, shall be included in the bid.
6. Bid security in the prescribed form, amount and validity period, in no case shall the period exceed 120 calendar days from the date of opening of bids.
7. Conformity with schedule of requirements and technical specifications as specified in section VI and VII of the bidding documents (duly signed by the proprietor).
8. Notarized Omnibus Sworn Statement in accordance with section 25 (b)(iv) if the IRR of RA 9184 using the prescribed form including item #9 as per GPPB Resolution NO. 22-2013 dated July 30, 2013.
9. Schedule of Requirements
10. Technical Specification

POST QUALIFICATION DOCUMENTS

(Documents may be submitted together with the Eligibility and Technical Component of the Bid)

- a. Latest Income Tax Return

	<p>b. BIR Registration Certification which contains Tax Payer's Identification Number</p> <p style="text-align: center;">Second Envelope</p> <p>The Financial Proposal shall contain the following:</p> <p>a. Financial Bid Form (using the prescribed form)</p> <p>b. Duly signed Bidding Sheet (with price schedule)</p>
12.1(a)(ii)	The bidder's SLCC similar to the contract to be bid should have been completed within three (3) years prior to the deadline for the submission and receipt of bids.
13.1(a)	No additional requirements.”
13.1(b)	No further instructions.
13.1(c)	No additional requirements.”
13.2	The ABC is One Million Three Hundred Forty-Two Thousand Pesos (Php 1,342,000.00) . Any bid with a financial component exceeding this amount shall not be accepted.
15.4(a)(iv)	No incidental services are required
15.4(b)	No incidental services are required
16.1(b)	The Bid prices for Goods supplied from outside of the Philippines shall be quoted in Philippine Pesos
16.3	Not applicable
17.1	Bids will be valid until One Hundred Twenty (120) Calendar Days .
18.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <p>1. The amount of not less than _____ <i>[Insert 2% of ABC]</i>, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or</p> <p>2. The amount of not less than _____ <i>[Insert 5% of ABC]</i> if bid security is in Surety Bond.</p>
18.2	The bid security shall be valid until One Hundred Twenty (120) Calendar Days .
20.3	Each Bidder shall submit one (1) original and three (3) copies of the first and second components of its bid .
21	<p>The address for submission of bids is Bids and Awards Committee, Municipality of Gloria, Oriental Mindoro.</p> <p>The deadline for submission of bids is September 29, 2020 at 3:00pm.</p>
24.1	<p>The place of bid opening is Municipal Executive Conference Room 2.</p> <p>The date and time of bid opening is September 29, 2020 at 3:00pm</p>
24.2	No further instructions.
24.3	No further instructions.
27.1	No further instructions.
28.3(a)	Partial bids are allowed.
28.4	No further instructions.
29.2	No additional requirement
32.4(f)	No additional requirement

Bidder's Tender Form

ITB No. 2020-017

The BAC Chairman
Municipality of Gloria
Gloria, Oriental Mindoro

ATTN: COMMITTEE ON AWARDS

Sir:

In connection with the bidding scheduled on **September 29, 2020** for **Supply and Delivery of Information Communication Technology Equipment of Various Elementary Schools and District Office** with specifications below. I/We in conformity described hereunder, quote the following:

1	2	3	4	5	6	7	8	9	10	
	Description	Country of origin	Unit	Quantity	Unit price exw per item	Transportation and Insurance and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (5+6+7+8+9) (col 5+6+7+8)	Total Price delivered Final Destination (Col. 9) x (Col. 4)
1	Printer Specifications: Print method: On demand Ink jet Nozzle Configuration: 180nozzles black, 59 nozzles each colour cyan,yellow, magenta) Maximum Resolution : 720 x 720 DPI Print Speed Black/Colour: 8.5 IPM / 4.5 IPM Network: USB Paper hold capacity/Input Capacity: 50 sheets, a4 plain paper Maximum Paper Size: 8.5 x 144"		unit	88						
2	PRINTER 3 in 1 with Scanner Specifications: Features: Print, scan and copy Printing Type: On demand Inkjet Scanner Type: Flatbed colour image scanner Maximum Resolution : 1440 DPI x 720 DPI Print Speed Black/Colour: 34 PPM / 15IPM Nozzle Configuration: 360 nozzle black Paper Size: 10x145cm(4x6in), 13x18cm(5x7in, Scanning Method: CIS Network: USB Color: Black Paper Tray: 100 Sheet		unit	6						
3	Wi-Fi Duplex All-in-One Ink Tank Printer *Compact Integrated Tank design		unit	3						

	*Print Speed up to 15ipm for black and 8.0ipm for colour								
	*Auto-Duplex Printing								
	*ADF Capability								
	*Ethernet & Wi-Fi Direct								
	*Borderless Printing								
	*Spill-free ink refilling								
4	LAPTOP		unit	1					
	Processor : AMD Ryzen 3 3200U Mobile Processor								
	2.6GHz Up to 3.5GHz								
	Graphics : Shared Radeon Vega 3 Graphics								
	Connectivity : Wireless 802.11 a/b/g/n/ac								
	Optical Drive : N/A								
	Operating System : Windows 10 Home								
	Display : 15.6-in HD LED Display								
	Memory : 4GB DDR4 (upto 16GB)								
	Storage : 1TB HDD								
	Battery : 2-cell Lithium Ion (Li-Ion)								
5	LAPTOP		unit	31					
	Processor: 1.6Ghz Based Speed with Turbo Speed								
	Memory: 8gb RAM								
	Monitor:								
	Resolution:1920x1080 (Full HD), 1080p								
	Anti-Glare LED Backlit or IPS Technology								
	Storage: 512gb HDD SATA								
	Audio :6speaker x 2 built in speakers, 3.5mm standard								
	Camera: Built in								
	Connectivity: Wireless LAN 802.11 b/g/n/ac and bluetooth								
	TOTAL								

Duly Authorized to Sign Bid for and on Behalf of : _____

_____ In the Capacity of