



## INVITATION TO BID

### SUPPLY, DELIVERY AND INSTALLATION OF ICT EQUIPMENT AND PERIPHERALS

Ref. No. PB-GS2020-003

1. The Occupational Safety and Health Center (OSHC) through the State Insurance Fund (SIF) intends to apply the sum of **Fourteen Million Ninety One Thousand Pesos (Php 14,091,000.00)** inclusive of VAT, being the **Approved Budget for the Contract (ABC)** to payment under the contract for **Supply, Delivery and Installation of ICT Equipment and Peripherals**.

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

2. The OSHC now invites bids for the supply of the above services. Delivery of the goods and services is required for the period of **sixty (60) calendar days**. Bidders should have completed, **within two (2) 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 Instruction to Bidders.
3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the Implementing Rules and Regulations (IRR) of Republic Act (R.A.) 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 5183.

4. Interested Bidders may obtain further information from the OSHC Bids and Awards Committee (BAC) Secretariat through email at [bacsecretariat@oshc.dole.gov.ph](mailto:bacsecretariat@oshc.dole.gov.ph) or may inspect the Bidding Documents at the address given below during office hours from 9:00 a.m. to 4:00 p.m., Monday to Friday excluding holidays. Please refer to the OSHC Procedures and Guidelines in the Conduct of OSHC Online Procurement Activity. (**Annex A**)
5. A complete set of Bidding Documents may be acquired by interested Bidders on **November 18, 2020** from the address stated below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount **Php 12,500.00**.
6. It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity,



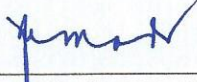
provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

7. The Occupational Safety and Health Center will hold a Pre-Bid Conference on **November 27, 2020, 3:30 P.M. via Zoom videoconferencing (Meeting ID: 989 9562 8066 Passcode: 797220)**, which shall be open to prospective bidders.
8. Bids must be duly received by the BAC Secretariat through the OSHC-BAC official email address at [bacsecretariat@oshc.dole.gov.ph](mailto:bacsecretariat@oshc.dole.gov.ph) with security protected password on or before **December 9, 2020, 9:30 AM**. Original copies of the 1<sup>st</sup> and 2<sup>nd</sup> envelopes shall be submitted through courier service to OSHC-BAC Secretariat, Finance & Administrative Division, North Avenue, cor. Agham Road, Diliman, Quezon City. Late bids shall not be accepted.
9. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in the ITB Clause 14.

Bid opening shall be on **December 9, 2020, 10:00 A.M** at Conference Room 3<sup>rd</sup> Floor, OSHC Training Building, North Ave., cor. Agham Road, Diliman, Quezon City, Philippines which will be conducted **via Zoom video conferencing**. Link shall be provided upon receipt of the scanned copy of the bid documents, prior to the schedule of opening. Bidders or their authorized representatives must provide to the OSHC BAC Secretariat either via email or any acceptable mode of electronic transmission a copy of their authorization and company identification to participate in said bidding.

10. The Occupational Safety and Health Center reserves the rights 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 35.6 of 2016 Revised IRR of RA 9184 without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

**OSHC-BAC Secretariat**  
Finance and Administrative Division  
3<sup>rd</sup> Floor OSHC Bldg.  
North Ave., cor. Agham Road, Diliman, Quezon City  
Email: [bacsecretariat@oshc.dole.gov.ph](mailto:bacsecretariat@oshc.dole.gov.ph)  
Tele-Fax (02) 8927-0862

  
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**ENGR. NELIA G. GRANADILLOS**  
BAC Chairman