

**INVITATION TO BID (IB)**

The Department of Tourism - Bids and Awards Committee (DOT-BAC), invites PhilGEPS registered suppliers/contractors to bid for the hereunder project:

Name of Project: **Procurement of Laptop and Desktop Computers**

Brief description of the Project: To purchase one hundred eighteen (118) units of desktop and fifty (50) units of laptop computers to aid the different operating units in the performance of its functions

Approved Budget for the Contract: Six Million Eight Hundred Seven Thousand Seven Hundred Six Philippine Pesos (PHP6,807,706.00)

Contract Duration: Please see attached Terms of Reference

Prospective bidders should have experience in undertaking a similar project within the last two (2) years with an amount of at least 50% of the proposed project for bidding. The Eligibility Check/Screening as well as the Preliminary Examination of Bids shall use non-discretionary "pass/fail" criteria. Post-qualification of the lowest calculated bid shall be conducted.

All particulars relative to Eligibility Check, Preliminary Examination of Bids, Bid Security, Performance Security, Pre-Bidding Conference(s), Evaluation of Bids, Post-Qualification and Award of Contract shall be governed by the pertinent provisions of R.A. 9184 and its Implementing Rules and Regulations (IRR).

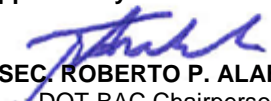
The complete schedule of activities is listed, as follows:

<b>Activities</b>	<b>Schedule</b>
1. Issuance and availability of Bidding Documents	November 28 to December 17, 2018 (8:00 a.m. to 5:00 p.m.) December 18, 2018 (until 9:00 a.m. only) 4 <sup>th</sup> Floor, DOT Building, No. 351 Sen. Gil Puyat Ave., Makati City
2. Pre-bid Conference	December 6, 2018 (10:00 a.m.) 4th Floor Conference Room, DOT Building, No. 351 Sen. Gil Puyat Ave., Makati City
3. Request for Clarification	Until December 7, 2018
4. Supplemental / Bid Bulletin	December 11, 2018
5. Submission and Receipt of Bids	on or before December 18, 2018 until 9:00 a.m. only 4 <sup>th</sup> Floor, DOT Building, No. 351 Sen. Gil Puyat Ave., Makati City
6. Opening of Bids and Eligibility Check	December 18, 2018 (10:00 a.m.) 4th Floor Conference Room, DOT Building, No. 351 Sen. Gil Puyat Ave., Makati City

Bid Documents may be obtained at the DOT-BAC Secretariat c/o Ms. Maria Alma O. Almazan., at Procurement Management Division, 4<sup>th</sup> Floor, DOT Building, No. 351 Sen. Gil Puyat Ave., Makati City (Tel. Nos. 459-5200 to 30 loc. 425) upon payment of non-refundable fee of *Five Thousand Philippine Pesos (PhP5,000.00) for each lot*, to the DOT Cashier, Ground Floor, DOT Building, No. 351 Sen. Gil Puyat Ave., Makati City. Bids shall be submitted in sealed envelopes labeled Technical Envelope and Financial Envelope addressed to the undersigned.

The DOT reserves the right to reject any and all bids, declare a failure of bidding at any time prior to the contract award, or not to award the contract, without thereby incurring any liability, and make no assurance that a contract shall be entered into as a result of the bidding. Likewise, the DOT may waive any minor defect therein and accept the offer most advantageous to the government. Further, the DOT assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of the bid.

Approved by:

  
**ASEC. ROBERTO P. ALABADO III**  
DOT-BAC Chairperson

**Date of Postings:**

Phil-GEPS website : November 28 to December 18, 2018  
DOT website: November 28 to December 18, 2018  
DOT Bulletin Board: November 28 to December 18, 2018