

## INVITATION TO BID FOR THE PROVISION OF SUPPORT SERVICES FOR CY 2022

The **Department of Trade and Industry - XI**, through the **General Appropriations Act 2022** intends to apply the sum of **Thirteen Million Nine Hundred Seventy-Seven Thousand Eight Hundred Forty-Eight Pesos & 21/100 (Php 13,977,848.21)** being the ABC to payments under the contract for **PR No. 2021-11-357**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

Particulars	ABC (Php)
<b>Support Services for CY 2022</b>	
1) 23 Data Encoder I	4,031,766.59
2) 20 Data Encoder II	4,085,477.03
3) 8 Data Encoder III	1,846,661.01
4) 3 Computer Operator II	612,821.55
5) 10 Service Drivers	1,801,499.88
6) 10 Janitors	1,599,622.14
<b>Total</b>	<b>13,977,848.21</b>

The Department of Trade and Industry - XI now invites bids for the above Procurement Project. Delivery of the Goods is required by **January 1 until December 31, 2022**. 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 Instructions to Bidders.

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.

Prospective Bidders may obtain further information from Department of Trade and Industry - XI and inspect the Bidding Documents at the address given below during regular office hours.

A complete set of Bidding Documents may be acquired by interested Bidders on **November 16, 2021** from the given address below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Fourteen Thousand Pesos (Php 14,000.00). The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person, by facsimile, or through electronic means.

The Department of Trade and Industry - XI will hold a Pre-Bid Conference on **November 24, 2021, 9:00 AM** through video conferencing via Zoom, which shall be open to prospective bidders.

Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, on or before **December 6, 2021, 9:00 AM**. Late bids shall not be accepted.

All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause 14**.

Bid opening shall be on **December 6, 2021, 9:30 AM** at the given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity through video conferencing via Zoom.

The Department of Trade and Industry - XI 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.

For further information, please refer to:

**SHEILA MAE T. TUTTUH**

BAC Secretariat

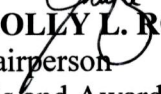
Department of Trade & Industry – XI

3F, Mintrade Bldg., Monteverde Corner Sales Sts., Davao City

Telephone Number: (082) 224-0511 local 311

Email Address: SheilaMayToyorada@dti.gov.ph

November 15, 2021

  
**DEOLLY L. ROQUE**  
Chairperson  
Bids and Awards Committee