



**Republic of the Philippines**  
**Department of Social Welfare and Development**  
FIELD OFFICE NCR  
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**NOTICE OF NEGOTIATED PROCUREMENT  
(Emergency Cases)**

**SUPPLY & DELIVERY OF DIFFERENT ITEMS FOR THE FAMILY FOOD PACKS  
OF THE DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT**

1. The Department of Social Welfare and Development – National Capital Region (DSWD-NCR) through the Bids & Awards Committee (BAC) is conducting a Negotiated Procurement for Supply & Delivery of Different Items for the family food packs of DSWD-NCR with an Approved Budget for the Contract of **SEVEN MILLION FIVE HUNDRED TWENTY ONE THOUSAND EIGHT HUNDRED NINETY TWO PESOS ND 75/100 (Php7,521,892.75)** under the following projects:

<b>Bid Reference No.</b>	<b>Item/Description</b>	<b>Approved Budget for the Contract</b>	<b>Date of Bid Opening</b>
14-12-032	Supply & Delivery of Different Grocery Items for the Disaster Response Unit of the Department of Social Welfare and Development – National Capital Region (DSWD-NCR)	6,556,863.00	December 16, 2014 @ 10:00 AM
14-12-033	Supply & Delivery of General Merchandise for the Disaster Response Unit of the Department of Social Welfare and Development – National Capital Region (DSWD-NCR)	965,029.75	December 16, 2014 @ 11:00 AM

Bids received in excess of the ABC shall be automatically rejected at bid opening. Late bids shall not be accepted.

2. DSWD NCR BAC now invites PhilGEPS registered suppliers to submit their sealed proposal on the above date. Bids received in excess of the ABC shall be automatically rejected at bid opening. Opening of proposals will immediately follows at OSEC Mini Conference Room, 389 San Rafael cor. Legarda Street, Sampaloc, Manila.
3. The process for the negotiated procurement and awarding of contract shall be governed by Republic Act 9184 and its Implementing Rules and Regulations, pursuant to Section 53.2.
4. A prospective bidder should have been in a business with dealings similar to this project for a period of at least ten (10) years prior to the date of bid opening and should have completed within the last three (3) years from the date of submission and receipt of bids at least one (1) contract of similar nature amounting to at least fifty percent (50%) of the ABC.
5. The bidding is restricted to Filipino citizens/sole proprietorships, organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines.
6. Bidders shall submit the two (2) sets of CERTIFIED TRUE COPIES of the following documents in properly SEALED and MARKED envelope:
  - a. Registration Certificate from the Securities and Exchange Commission (SEC) for corporations, or from Department of Trade and Industry (DTI) for sole proprietorship, or from Cooperative Development Authority (CDA) for cooperatives.
  - b. Business/Mayor's Permit for year 2014 issued by the city or municipality where the principal place of business of the bidder is located
  - c. Certificate of PhiGEPS Registration
  - d. Audited Financial Statement for calendar year 2013 which must include the (1) Independent Auditor's Report;(2) Balance Sheet (Statement of Financial Position); (3) Income Statement (Comparative Statement of Comprehensive Income 2012 & 2013)
  - e. Tax Clearance per EO 398, Series of 2005, **as finally reviewed and approved by the BIR**

f. The Bid Security shall be limited to the following:

	<b>FORM</b>	<b>Bid Reference No. 14-12-032</b>	<b>Bid Reference No. 14-12-033</b>
A	<b>Cash, Cashier's/Manager's Check, Bank Draft/Guarantee, Irrevocable Letter of Credit (2% of ABC)</b>	<b>131,137.26</b>	<b>19,300.60</b>
B	<b>Bid Securing Declaration (Annex A)</b>	<b>N/A</b>	

- g. Duly completed and signed conformity to Technical Specifications (Annex B)
- h. Duly completed and signed compliance to Schedule of Requirements (Annex C)
- i. Duly signed and notarized Omnibus Sworn Statement (Annex D)
- j. Duly completed and signed Price Proposal Form (Annex E)

Bidders shall use the prescribed forms as annexed to this notice. Non-conformity shall be ground for disqualification.

- 7. Interested Bidders/Contractors may obtain further information from the BAC Secretariat, c/o Ms. Mary Ann D. Yulas or Ms. Marivic Ursua at DSWD-NCR 389 San Rafael cor. Legarda Streets, Sampaloc Manila from 8:00 AM to 4:00 PM at tel. no. (02) 310-1434 / 733-0010 to 18 loc 209 or email at dswdncr\_bac2011@yahoo.com.ph or dswdncr.bac@gmail.com.
- 8. The DSWD-NCR reserves the right to accept or reject any bid/quotation, to annul the bidding/procurement process, and to reject all bids/quotations at any time prior to contract award, without thereby incurring any liability to the affected Bidder/s and/or Contractor/s.

**(signed)**  
**MANUELA M. LOZA**  
Chairperson  
Bids and Awards Committee