



**Republic of the Philippines**  
**Department of Social Welfare and Development**

FIELD OFFICE NCR  
389 San Rafael Street corner Legarda Street, Manila  
Telephone Nos. (632)734-8647/734-8649; Telefax (632)734-8641/734-8646/734-8652  
e-mail: [ncr@dswd.gov.ph](mailto:ncr@dswd.gov.ph)  
Website: <http://www.dswd.gov.ph/>

**INVITATION TO BID # 16-06-15**

**PROCUREMENT OF SERVICE PROVIDER FOR THE CONDUCT OF LEADERSHIP FOR CONVERGENCE TRAINING PROGRAM (LCTP) OF THE DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT – NATIONAL CAPITAL REGION (DSWD-NCR)**

1. The Department of Social Welfare and Development – National Capital Region intends to apply the sum of **FIVE HUNDRED THIRTY SEVEN THOUSAND SIX HUNDRED PESOS (Php537,600.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the **Procurement of Service Provider for the Conduct of Leadership for Convergence Training Program of the Department of Social Welfare and Development – National Capital Region (DSWD-NCR)**.

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

2. A prospective bidder should have been in a business with dealings similar to this project for a period of at least five (5) 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.
3. Bidding will be conducted through open competitive bidding procedures using non-discretionary pass/fail criteria as specified in the Implementing Rules and Regulations (IRR) of Republic Act 9184 (R.A. 9184), otherwise known as the "Government Procurement Reform Act".
4. 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.
5. The Invitation to Bid (ITB) may be downloaded from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and DSWD-NCR website at [www.ncr.dswd.gov.ph](http://www.ncr.dswd.gov.ph).

The complete set of Bidding Documents may be acquired by interested Bidders starting 03 June 2016, 9:00 a.m. to 5:00 p.m., from the address below and upon payment of a non-refundable fee of Php1,000.00.

6. The DSWD-NCR-BAC, considering the ABC, will no longer hold a Pre-bidding Conference as indicated in Section 22.1 of IRR of RA 9184. Bidders may directly coordinate with the BAC-Secretariat in the below address.

The opening of bids will be on 10 June 2016 at 10:00 A.M. at DSWD-NCR, 389 San Rafael St. cor. Legarda St. Sampaloc, Manila.

7. Interested Bidders/Contractors may obtain further information from the BAC Secretariat, c/o Ms. Mary Ann D. Yulas at DSWD-NCR 389 San Rafael cor. Legarda Streets, Sampaloc Manila from 9:00 AM to 5:00 PM at tel. no. (02) 310-1434 / 733-0010 to 18 loc 209 or email at [dswdncr\\_bac2011@yahoo.com.ph](mailto:dswdncr_bac2011@yahoo.com.ph) or [dswdncr.bac@gmail.com](mailto: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)**  
**HAZEL T. MILITANTE**  
Chairperson  
Bids and Awards Committee