

**INVITATION TO BID
No. 21-04-07**

**RENTAL OF LAPTOP AND SCANNER FOR SUSTAINABLE LIVELIHOOD PROGRAM (SLP) OF
THE DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT - NATIONAL CAPITAL
REGION (DSWD-NCR)**

1. The Department of Social Welfare and Development – National Capital Region through the SLP Direct Release Continuing Fund FY 2020 intends to apply the sum under the contract for each item:

Item No.	Particulars	Approved Budget for the Contract (ABC)
1	RENTAL OF LAPTOP	Php870,000.00
2	RENTAL OF SCANNER	Php825,000.00
	TOTAL	Php1,695,000.00

being the Approved Budget for the Contract (ABC) to payments under the contract. Bids received in excess of the **ABC FOR EACH ITEM** shall be automatically rejected at bid opening. Late bids shall not be accepted.

2. The DSWD-NCR now invites bids for the **Rental of Laptop and Scanner for Sustainable Livelihood Program (SLP) of the Department of Social Welfare and Development - National Capital Region (DSWD-NCR)**. Delivery of Goods and Services shall be in accordance with **Section VI. Schedule of Requirements**. Bidders should have completed **within the last three (3) 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 non-discretionary pass/fail criteria as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act 9184 (R.A. 9184), otherwise known as the “Government Procurement Reform Act”.

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, 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. Prospective bidders may obtain further information from DSWD-NCR Bids and Awards Committee (BAC) Secretariat and inspect the Bidding Documents at the address given below from Monday to Friday at 8:00AM to 5:00PM.
5. A complete set of Bidding Documents may be purchased by interested Bidders from **23 April 2021 to 10 May 2021; (April 23 to May 11, 2021; 8:00AM to 4:00PM)(May 12, 2021: until 12:30NN only)** from the address given below and upon payment of a refundable fee of **Five Thousand Pesos (Php5,000.00)** in accordance to Section 17.5 of the IRR:

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.

6. The DSWD-NCR BAC will hold a **Pre-Bidding Conference on 30 April 2021; 1:00 P.M. at DSWD-NCR-Rehabilitation Sheltered Workshop (RSW), J.P Burgos Street, Project 4, Quezon City** and through video conferencing via google meet (meet.google.com/ecy-ygro-rmb) which shall be opened to all interested bidders.
7. Bids must be received by the BAC Secretariat at the address below on or before **12 May 2021, 12:45 N.N. at DSWD-NCR-Rehabilitation Sheltered Workshop (RSW), J.P Burgos Street, Project 4, Quezon City**. Late bids shall not be accepted.

8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 18.
9. Bid opening shall immediately follow after the deadline of the submission and receipt of bids shall be on **12 May 2021, 1:00 P.M. at DSWD-NCR-Rehabilitation Sheltered Workshop (RSW), J.P Burgos Street, Project 4, Quezon City** Bids will be opened in the presence of the Bidder's representatives who choose to attend.
10. The DSWD-NCR reserves the right to accept or 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 and 41 of RA 9184 and its 2016 Revised Implementing Rules and Regulation (IRR), without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

THE CHAIRPERSON

Bids and Awards Committee
DSWD-NCR
c/o BAC Secretariat
Room 301, DSWD-NCR Field Office
389 San Rafael St. cor. Legarda St.
Sampaloc, Manila
Email Address: dswdncr.bac@gmail.com
Telephone No.: 5310-1434

12. You may visit the following websites:

For downloading of Bidding Documents: www.philgeps.gov.ph and www.ncr.dswd.gov.ph

Issued this 19th day of April 2021.

MARIDOL R. LICERIO
Chairperson
Bids and Awards Committee