



SPECIAL BIDS AND AWARDS COMMITTEE
FDA-SBAC Ref. No. ITB No. 2021-004-ICTMD

INVITATION TO BID

PROCUREMENT FOR THE SUPPLY AND DELIVERY OF BRANDED MID RANGE LAPTOP COMPUTERS (LOT A) AND BRANDED HIGH END LAPTOP COMPUTERS (LOT B)

1. The Food and Drug Administration (FDA), through the FDA Special Account in the General Fund (SAGF) of 2021 intends to apply the sum of **Forty-Eight Million Two Hundred Twenty Thousand Pesos (Php P48,220,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for **PROCUREMENT FOR THE SUPPLY AND DELIVERY OF BRANDED MID RANGE LAPTOP COMPUTERS (LOT A) AND BRANDED HIGH-END LAPTOP COMPUTERS (LOT B)**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

The Food and Drug Administration (FDA) through the FDA Special Account in the General Fund (SAGF) of 2021 intends to apply the sum of **Forty-Eight Million Two Hundred Twenty Thousand Pesos (P48,220,000.00)** being the ABC to payments under the contract for each lot/item. Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening.

2. The Food and Drug Administration (FDA) now invites bids for the above Procurement Project. Delivery of the Goods **should not be more than (60) calendar days upon receipt of Notice to Proceed (NTP)**. Bidders should have completed, within **five (5) 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).
3. 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.
- b. Bidding is open to all interested bidders, whether local or foreign, subject to the conditions for eligibility provided in the 2016 revised IRR of RA No. 9184.
4. Prospective Bidders may obtain further information from **Special Bids and Awards Committee Secretariat** and inspect the Bidding Documents at the address given below during **8:00AM to 5:00 PM weekdays**.



A complete set of Bidding Documents may be acquired by interested Bidders on **28 October 2021** from the given address and website(s) 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 Twenty Five Thousand Pesos (P25, 000.00).*

FDA will be accepting payments for Bidding Documents through direct deposit or through online fund transfer with bank details as follows:

DBP Bank Account Name	Food and Drug Administration Special Fund
DBP Bank Account No.	0430-013669-030

Kindly email the proof of successful online transfer or validated slip together with the assessment slip issued by the FDA – Special Bids and Awards Committee (FDA-SBAC) to sbac_it@fda.gov.ph/mcsantella@fda.gov.ph/ercervantes@fda.gov.ph with the corresponding payment details/particulars. Assessment slip shall be issued online using the same email account stated above. (See FDA Advisory 2020-1819.)

[NOTE: For lot procurement, the maximum fee for the Bidding Documents for each lot shall be based on its ABC, in accordance with the Guidelines issued by the GPPB; provided that the total fees for the Bidding Documents of all lots shall not exceed the maximum fee prescribed in the Guidelines for the sum of the ABC of all lots.]

5. The **Food and Drug Administration** will hold a **Pre Bid Conference on 05 November 2021, 10:00AM** through video conferencing or webcasting via **ZOOM** link <https://us06web.zoom.us/j/82205654238?pwd=cnD5aEswUVNsNWUyNEg3T1FXTUkydz09> which shall be open to prospective bidders.
6. Bids must be duly received by the BAC Secretariat through **ONLINE** submission at the email address indicated below, as indicated below on or before **18 November 2021, 09:30AM. Late bids shall not be accepted.** (Detailed Reminder for the online submission is attached on the last page)
7. Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
8. Bid opening shall be on **18 November 2021, 10:00AM** via **ZOOM** link <https://us06web.zoom.us/j/85063479858?pwd=RE13cvtFemcyR3VwL0lJQW12NHhSdz09> Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
9. The **Food and Drug Administration** 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.

10. For further information, please refer to:

MARILYN C. SANTELLA / EMMA R. CERVANTES

FDA- SBAC Secretariat

Food and Drug Administration

Civic Drive, Filinvest City, Alabang Muntinlupa City

sbac_it@fda.gov.ph/mcsantella@fda.gov.ph/ercervantes@fda.gov.ph

Tel. No. 632-8857-1900 local 8312,

ww2.fda.gov.ph

1. You may visit the following websites:

For downloading of Bidding Documents: <https://www.fda.gov.ph>
PhilGEPS website

For online bid submission: sbac_it@fda.gov.ph


ATTY. RONALD R. DE VEYRA, MBA, CESO II
Deputy Director General - IM
Chairperson, FDA- Special Bids and Awards Committee

Date: 25 October 2021