



Republic of the Philippines
DEPARTMENT OF AGRICULTURE
NATIONAL TOBACCO ADMINISTRATION

Scout Reyes Street, corner Panay Avenue, Quezon City
Tel No. (02) 374-3987 Fax. No. (02) 374-2505

INVITATION TO BID
SUPPLY AND DELIVERY OF 39 UNITS DESKTOP PCs (BRANDED)
FOR USE OF THE NTA OFFICIALS AND STAFF FOR CY 2017
(PB 2017-13)

1. The *NATIONAL TOBACCO ADMINISTRATION (NTA)*, through the *2017 Corporate Operating Budget* intends to apply the sum of **PhP 3,003,000.00**, being the Approved Budget for the Contract (ABC) to payments under the contract for the project: **“Supply and Delivery of 39 units Desktop PCs (Branded) for Use of the NTA Officials and Staff for CY 2017”**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The NTA now invites bids for the supply and delivery of 39 units Desktop PCs, (branded), with processor of Intel Core i7 3.6 GHz, 8GB Memory, 1TB SATA HDD hard drive, bundled with Win 10 Pro and MS Office Professional, as its main technical specifications. Delivery of the Goods is required for a period of fifteen (15) days. Bidders should have completed, within a period of 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) 9184, otherwise known as the “Government Procurement Reform Act”.
 - (i) 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 5183.
 - (ii) Bidding is open to all interested bidders, whether local or foreign, subject to the conditions for eligibility provided in the IRR of RA 9184.
4. Interested bidders may obtain further information from NTA and inspect the Bidding Documents at the address given below during 8:00 am to 5:00 pm.
5. A complete set of Bidding Documents may be acquired by interested Bidders on December 15, 2017 to January 05, 2018, from the address below; *and upon payment of the bidding fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of PhP5,000.00.*

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 *NTA* will hold a Pre-Bid Conference on **December 22, 2017, at 10:00 a.m.**, at 3rd Floor, Training Room, *NTA* Building, cor. Scout Reyes Street and Panay Avenue, Quezon City., which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat at the address below on or before **January 05, 2018**. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 18.

Bid opening shall be on **January 05, 2018, at 10:00 a.m.**, at 3rd Floor, Training Room, *NTA* Building, cor. Scout Reyes Street and Panay Avenue, Quezon City. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.

8. The *NTA* reserves the right to reject any or all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
9. For further information, please refer to:

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Chairperson, NTA-BAC