PB-2021-05

Republic of the Philippines
OFFICE OF THE OMBUDSMAN
Agham Road, Diliman, Quezon City 1105

INVITATION TO BID FOR

PUBLIC BIDDING FOR THE SUPPLY AND DELIVERY OF AIR PURIFIERS FOR THE OFFICE OF THE OMUDSMAN

1. The Office of the Ombudsman, through the General Appropriations Act for CY 2021 intends to apply the sum of **One Million Ninety-Five Thousand Pesos (₱1,095,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the **Public Bidding for the Supply and Delivery of Air Purifiers for the Office of the Ombudsman** with Project Identification No. **PB 2021-05**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

2. The Office of the Ombudsman now invites bids for the **Public Bidding for the Supply and Delivery of Air Purifiers for the Office of the Ombudsman**, categorized as follows:

OBJECT OF BIDDING

Lot. No.	**Technical Specification as to Coverage Area**	**Quantity**	**Approved Budget for the Contract** (ABC)	**Bidding Fees** (Non-refundable)
1	Should cover at least 40 square meters	13	₱234,000.00	₱500.00
2	Should cover at least 60 square meters	23	₱460,000.00	₱500.00
3	Should cover at least 80 square meters	7	₱301,000.00	₱500.00
4	Should cover at least 120 square meters	2	₱100,000.00	₱500.00
Total ABC for Lots 1 to 4		**45**	**₱1,095,000.00**	₱2,000.00

3. Delivery of goods and services is required within fifteen (15) calendar days for Lots 1 to 4 after receipt of the Notice to Proceed. Bidders should have completed within the last five (5) years from the date of submission and receipt of bids, a contract similar to the Project, equivalent to at least fifty percent (50%) of the ABC. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).

4. 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 (RIRR) of Republic Act (RA) No. 9184, otherwise known as the "Government Procurement Reform Act."

5. 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 No. 5183. Interested bidders should be enrolled in the Electronic Filing and Payment System (eFPS) program of the Bureau of Internal Revenue (BIR), pursuant to Executive Order No. 398, RR 3-2005, and must be registered under the Philippine Government Electronic Procurement System (PhilGEPS).

6. Prospective Bidders may obtain further information from the Office of the Ombudsman – Bids and Awards (BAC) Secretariat–Main via email at **ombbacsecmain@gmail.com** and inspect the Bidding Documents posted at the Ombudsman and the PhilGEPS websites.

6. A complete set of Bidding Documents may be acquired/downloaded, **FREE OF CHARGE**, by the interested Bidders starting **November 30, 2021 to December 20, 2021** from the given websites 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 Five Hundred Pesos (₱500.00 per lot)** ***for Lots 1 to 4*****.** The Procuring Entity shall allow the bidder to present its proof of payment for the fees through electronic means not later than the submission of their bids.

7. The Office of the Ombudsman will hold a Pre-Bid Conference on **December 7, 2021 (Tuesday) at 10:00 a.m.** through **video conferencing via Microsoft Teams** application, which shall be open to prospective bidders. Prospective bidders should signify their intention to participate by sending an email to BAC Secretariat-Main through the email address given below. The Meeting Link to the video conference will be sent to the participants at least one (1) day before the event through email.

8. Bids must be duly received by the BAC Secretariat-Main through manual/physical submission at the designated receiving area with authorized receiving personnel of Central Records Division of the Office of the Ombudsman **on or before December 20, 2021 (Monday) at 2:00 p.m. Late bids shall not be accepted. Unsealed or unmarked bid envelopes shall be rejected** (Reference: Sec. 25.9, 2016 RIRR of RA 9184).

9. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.

10. Bid opening shall be on **December 22, 2021 (Wednesday) at 9:30 a.m. through video conferencing using Microsoft Teams** application (face-to-face for the BAC Secretariat Main). The Meeting Link to the video conference will be sent to the participants at least one (1) day before the event through email. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

11. *If you wish to join the pre-bid conference and the bid opening through video conferencing using Microsoft Teams, please coordinate with the BAC Secretariat-Main through the email address:* ***ombbacsecmain@gmail.com.***

12. The Office of the Ombudsman reserves the right to accept or reject any and all bids, to annul the bidding process, and to 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 RIRR of RA No. 9184, without thereby incurring any liability to the affected bidder/s.

13. Please refer to the table below for the cost of the bidding documents and summary of bidding activities:

COST OF BIDDING DOCUMENTS (Non-refundable)	**Lots 1 to 4 = ₱500.00 per lot**
INSPECTION/SELLING PERIOD OF BIDDING DOCUMENTS *Note: Due to COVID-19 pandemic, hard copies of documents are no longer issued due to health and safety protocols.*	**November 30, 2021 to December 20, 2021** - Bidding documents may be downloaded from the PhilGEPS website or Ombudsman website. - For payment of bidding fees, prospective bidders may inquire from the Ombudsman BAC Secretariat-Main for payment details. Proof of payment such as deposit

	slips and transaction receipts may be submitted via email for the issuance official receipt.
PRE-BID CONFERENCE	**December 7, 2021 (Tuesday) at 10:00 a.m.** - Video Conferencing via Microsoft Teams application - Prospective bidders should signify their intention to participate by sending an email to the BAC Secretariat-Main at ***ombbacsecmain@gmail.com*** and Meeting Link will be provided at least one (1) day before the event.
DEADLINE OF SUBMISSION OF BIDS (Note: **Late bids shall not be accepted. Unsealed or unmarked bid envelopes shall be rejected** (Reference: Sec. 25.9, 2016 RIRR of RA 9184)	**December 20, 2021 (Monday) at 2:00 p.m.** - **Manual/physical submission of bidding documents** at the designated receiving area with authorized receiving personnel of Central Records Division of the Office of the Ombudsman, Ombudsman Main Building, Agham Road, Quezon City. Also, **1-day disinfection of documents before Opening of Bids** will be implemented.
OPENING OF BIDS	**December 22, 2021 (Wednesday) at 9:30 a.m.** - Video Conferencing via Microsoft Teams application - Prospective bidders should signify their intention to participate by sending an email to the BAC Secretariat-Main and Meeting Link will be provided at least one (1) day before the event.

14. For further information, please refer to:

BIDS AND AWARDS COMMITTEE SECRETARIAT – MAIN
Ground Floor, Ombudsman Main Building,
Agham Road, Diliman Quezon City 1105
Telephone No. (02) 8479-73-00 local 2206
Email Addresses: ombbacsecmain@gmail.com/ bac@ombudsman.gov.ph
www.ombudsman.gov.ph (see Bid Announcements)

Note: Due to the alternative work arrangement being adopted by the Office of the Ombudsman, please communicate through the email addresses or telephone number provided. Also, all requests shall be in writing and addressed to the BAC Secretariat-Main.

15. A complete set of bid documents is downloadable, **FREE OF CHARGE,** from the following websites:

- **Office of the Ombudsman Official Website:** www.ombudsman.gov.ph (see links under *Bid Announcements>* under *Invitation to Bid*)

- **Log in at PhilGEPS Website:** https://notices.philgeps.gov.ph/

26 November 2021, Quezon City, Philippines.

ADORACION A. AGBADA
Acting Assistant Ombudsman, OMB-Luzon
Chairperson, Bids and Awards Committee