

PB-2022-2-04



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

**INVITATION TO BID FOR
PUBLIC BIDDING FOR THE SUPPLY AND INSTALLATION OF ENTERPRISE
BACK-UP SYSTEM, ANNUAL SUBSCRIPTION FOR THE REDHAT OPERATING
SYSTEM, AND ANNUAL PREVENTIVE MAINTENANCE AND SUBSCRIPTION
FOR THE MANAGEENGINE FOR THE OFFICE OF THE OMBUDSMAN**

1. The Office of the Ombudsman, through the General Appropriations Act for CY 2022 intends to apply the sum of **Fourteen Million Three Hundred Three Thousand Seven Hundred Two Pesos (P14,303,702.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the **Public Bidding for the Supply and Installation of Enterprise Back-up System, Annual Subscription for the Redhat Operating System, and Annual Preventive Maintenance and Subscription for the ManageEngine for the Office of the Ombudsman** with Project Identification No. **PB 2022-2-04**. 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 Installation of Enterprise Back-up System, Annual Subscription for the Redhat Operating System, and Annual Preventive Maintenance and Subscription for the ManageEngine for the Office of the Ombudsman**, categorized as follows:

OBJECT OF BIDDING

Lot. No.	Particulars	Approved Budget for the Contract (ABC)	Bidding Fees (Non-refundable)
1	Enterprise Back-up System	P11,000,000.00	P20,000.00
2	Annual Subscription for the Redhat Operating System	P2,101,515.00	P2,500.00
3	Annual Preventive Maintenance and Subscription for the ManageEngine	P1,202,187.00	P2,500.00
Total ABC for Lots 1 to 3		P14,303,702.00	P25,000.00

3. Delivery of goods and services is required with the following delivery particulars:

Lot. No.	Particulars	Delivery Particulars
1	Enterprise Back-up System	The project shall cover the supply, delivery, physical installation and testing to be completed within 120 days from the issuance of the NTP

2	Annual Subscription for the Redhat Operating System	Delivery Period: within 10 calendar days from receipt of NTP
3	Annual Preventive Maintenance and Subscription for the ManageEngine	Delivery period: within 10 calendar days from receipt of NTP.

4. Bidders should have completed 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).
5. 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.”
6. 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).
7. 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.
8. A complete set of Bidding Documents may be acquired/downloaded, **FREE OF CHARGE**, by the interested Bidders starting **05 September 2022 to 27 September 2022** 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 Twenty Thousand Pesos (P20,000.00) for Lot 1 and Two Thousand Five Thousand Pesos each (P2,500.00) for Lots 2 and 3.** 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.
9. The Office of the Ombudsman will hold a **Pre-Bid Conference on 12 September 2022 (Monday) at 1:30 p.m.** through **video conferencing via Zoom** 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.
10. 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 27 September 2022 (Tuesday) at 2:00 p.m.** Late bids shall not be accepted. Unsealed or

or unmarked bid envelopes shall be rejected (Reference: Sec. 25.9, 2016 RIRR of RA 9184).

11. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
12. Bid opening shall be on **28 September 2022 (Wednesday) at 9:30 a.m. through video conferencing using Zoom 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.
13. Prospective bidders, who wish to join the pre-bid conference and the bid opening through video conferencing using Microsoft Teams, must send a letter of intent containing the names and email addresses of interested participants to the BAC Secretariat-Main email address: **ombbacsecmain@gmail.com**.
14. 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.
15. Please refer to the table below for the cost of the bidding documents and summary of bidding activities:

COST OF BIDDING DOCUMENTS (Non-refundable)	Lot 1 = ₱20,000.00 Lot 2 = ₱2,500.00 Lot 3 = ₱2,500.00
INSPECTION/SELLING PERIOD OF BIDDING DOCUMENTS <i>Note: Due to COVID-19 pandemic, hard copies of documents are no longer issued due to health and safety protocols.</i>	05 September 2022 to 27 September 2022 - 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	12 September 2022 (Monday) at 1:30 p.m. - Video Conferencing via Zoom application - Prospective bidders should signify their intention to participate by sending an email to the BAC Secretariat-Main and ZoomMeeting 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)	27 September 2022 (Tuesday) 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.

OPENING OF BIDS	28 September 2022 (Wednesday), 9:30 a.m. - Video Conferencing via Zoom application - Prospective bidders should signify their intention to participate by sending an email to the BAC Secretariat-Main and Zoom Meeting Link will be provided at least one (1) day before the event.
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16. 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.

Per Public Advisory dtd. 23 August 2022. Please be advised that the Ombudsman Quezon City Office is currently having technical issues with its main trunkline and local numbers. The public is advised to contact us through our other trunkline – 5317-8300.

17. 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/>

05 September 2022, Quezon City, Philippines.


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