



BIDS AND AWARDS COMMITTEE

INVITATION TO BID

The Mountain Province State Polytechnic College, through its Bids and Awards Committee (BAC) invites bidders to participate and to for bid for the hereunder project:

| Name of Project/s | ABC | Location | Duration | Fund Source | Bid Documents Fee |
|--|---------------|--|----------|--------------------------|-------------------|
| SUPPLY AND DELIVERY OF IT EQUIPMENT | Php10,134,074 | Bontoc Campus, Bontoc, Mountain Province | 90 CD | Fund 07 (CHED - IDIG) | P25, 000.00 |

Prospective bidders should possess a valid Business Permit applicable to the contract and have completed a similar contract with a value of atleast 50% of the ABC, and have key personnel and equipment (listed in Eligibility forms) available for the delivery of the equipment. The BAC will use non-discretionary pass/fail criteria in the Eligibility Check/Screening as well as the Preliminary Examination of Bids. The BAC will conduct post qualification of the lowest calculated bid.

All particulars relative to Eligibility Statement and Screening, Bid Security, Performance Security, Pre-Bidding Conference, Evaluation of Bids, Post-Qualification and Award of Contract shall be governed by the pertinent provisions of the Revised R.A. 9184 and its Implementing Rules and Regulation (IRR).

The schedules of activities are as follows:

| BAC Activities | Schedule |
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| 1. Advertisement/Posting of Invitation to Bid | November 28-December 4, 2022 |
| 2. Issuance and availability of Bidding Documents Eligibility Forms | November 28-December 16, 2022 (from 8:00 am – 5:00 pm) |
| 3. Pre-bid Conference Time: Place: | December 5, 2022 1:30 P.M Admin Conference Room, 3 rd Floor, Admin, Bldg. Bontoc Campus, Bontoc, Mtn. Prov. |
| 4. Request for clarification | December 6-7, 2022 |
| 5. Submission, receipt, and opening of Bids Closing Time: Opening of Bids: Place: | December 19, 2022 9:00 A.M. 10:00 A.M. Admin Conference Room, 3 rd Floor Admin Bldg Bontoc, Mt. Province |

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| 6. Bid Evaluation | December 19, 2022 Start at 10:00 A.M. to 5:00 P.M. |
| 7. Post – qualification | December 20-23, 2022 |
| 8. Approval of resolution/ Issuance of Notice of Award | December 26, 2022 |
| 9. Contract preparation and signing | Upon receipt of Notice of Award by the winning bidder |
| 10. Approval of Contract by higher authority | After signing of contract by both parties |
| 11. Issuance of Notice to Proceed | Upon approval of the contract |

The BAC will issue to prospective bidders the Bidding Documents at the Procurement Services, 2nd Floor, Administration Building, Bontoc Campus, upon payment of a non-refundable amount indicated above at Cashier's Office. Prospective bidders shall submit the Bid Documents to the BAC at the same address stated above.

The Mountain Province State Polytechnic College assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of their bids.

Further, the Bids and Awards Committee (BAC) assumes no responsibility for in case of non-awarding of the contract for reasons outside the control of the College.

Approved by:

DEXTER C. LINGBANAN
Chairperson

For further inquiries,
Please contact:

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