

INVITATION TO APPLY FOR ELIGIBILITY AND TO BID

The Department of Social Welfare and Development (DSWD) Field Office No. 12, through its Bids and Awards Committee (BAC), invites Licensed SUPPLIERS/MANUFACTURERS/DEALERS/PRINTERS to apply for eligibility and to bid for the hereunder project:

Name of the Project : Bidding of Supply and Delivery of SWI Assessment Kits
 for the use of City/Municipal Links in sets 3-6 areas

Location : Koronadal City

Brief Description :

No.	Unit	Description	Quantity
1	Pieces	Reproduction of SWI Assessment Kits Specifications: Size - 5.5"x8.5" Cover - Velium # 120 - full color - with envelope (5" x8") with flap inside Inside - Book 80 (substance 24) - 20 pages back to back print Binding - Saddle stitch Lay-outting and printing	74,908

Approved Budget for the Contract : P 1,498,160.00

Contract Duration : One Hundred Twenty (120) days

Delivery Period : 1st day of delivery will commence one (1) week after Notice to Proceed

Prospective bidders should have experience in undertaking a similar project within the last two (2) years with an amount of at least 50% of the proposed project for bidding, and have key personnel and equipment (owned, leased or under purchase) available for the prosecution of the project. The list of minimum equipment requirement is indicated in the Eligibility Forms. The Eligibility Check/Screening as well as the Preliminary Examination of Bids shall use non-discretionary "pass/fail" criteria. Ocular inspection during the Post-qualification of the lowest calculated bid shall be conducted. All items should be quoted, otherwise the quotation fails.

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

Bid Documents will be available only to prospective bidders upon payment of a non-refundable amount of P 1,500.00 to the DSWD Cashier.

The complete schedule of activities is listed, as follows:

Activities	Schedule
1. Advertisement	October 31 – November 20, 2013
2. Issuance of Bid Documents	October 31 – November 20, 2013 at DSWD XII Office, Koronadal City
3. Pre-Bid Conference	November 6, 2013 @ 9:00 AM at DSWD XII Office, Koronadal City
4. Submission of Letter of Intent and Application for Eligibility	October 31 – November 20, 2013
5. Opening of Bids	November 20, 2013, 10:00 AM at DSWD XII Office, Koronadal City
6. Bids Evaluation	November 21, 2013
7. Post-Qualification	November 22, 2013
8. Notice of Award	November 25, 2013

The DSWD FO No. 12 assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of the bid.

Approved by:


JACKIYA A. LAO
 BAC Chairperson