



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number	9429445
Procuring Entity	DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT - REGION XII
Title	DSWD12-ICTMS-NP2FBITB-2023-01-001 Negotiated Procurement- Installation and Delivery of Office Furniture and Vault Storage Area for the Preparation of Cable System Installation
Area of Delivery	South Cotabato

Solicitation Number:	2022-10-0771 ICTMS	Status	Pending
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Negotiated Procurement - Two Failed Biddings (Sec. 53.1)	Bid Supplements	0
Classification:	Goods	Document Request List	0
Category:	Office Equipment	Date Published	26/01/2023
Approved Budget for the Contract:	PHP 1,587,090.75	Last Updated / Time	25/01/2023 22:29 PM
Delivery Period:	77 Day/s	Closing Date / Time	02/02/2023 10:00 AM
Client Agency:			
Contact Person:	Loreto Jr. Vargas Cabaya Regional Director Purok Bumanaag, Depita Subdivision Koronadal City South Cotabato Philippines 9506 63-228-3180 Ext.81 63-228-3180 fo12@dswd.gov.ph		

Description

REQUEST FOR QUOTATION
NEGOTIATED PROCUREMENT –TWO FAILED BIDDING

Installation and Delivery of Office Furniture and Vault Storage Area for the Preparation of Cable System Installation
Reference Number: DSWD12-ICTMS-NP2FBITB-2023-01-001

1. In view of the two-failed biddings, the Department of Social Welfare and Development Field Office XII (DSWD FO XII), through its Bids and Awards Committee (BAC) invites PhilGEPS registered suppliers to participate in the negotiation for the Installation and Delivery of Office Furniture and Vault Storage Area for the Preparation of Cable System Installation in accordance with Section 53.1 of the Revised Implementing Rules and Regulations (R-IRR) of Republic Act No. 9184, otherwise known as the "Government Procurement Reform Act".

2. The Approved Budget for the Contract is One Million Five Hundred Eighty-Seven Thousand Ninety Pesos and Seventy-five Centavos (₱1,587,090.75) inclusive of all applicable taxes.

3. Interested Bidders may obtain further information from the DSWD BAC Secretariat at the address and contact number given below from January 26, 2023 to February 01, 2023, 8:00 AM to 4:30 PM.

4. The schedule of the bidding activities are as follows:

ACTIVITIES SCHEDULE

Advertisement/ Posting of Request for Quotation / Start of Availability of Request for Quotation January 25, 2023
 Pre-Negotiation Conference January 30, 2023, 10:00 A.M. at DSWD Field Office XII
 Deadline of Submission of Quotations and Legal / Technical Documents (in Sealed Envelope) On or before February 01, 2023, 5:00 PM.
 Opening of Quotations February 02, 2023, 10:00 AM

5. Interested bidders shall submit the following documents in sealed envelopes, labelled as "DSWD12-ICTMS-NP2FBITB-2023-01-001 Negotiated Procurement- Installation and Delivery of Office Furniture and Vault Storage Area for the Preparation of Cable System Installation". The envelope labels should also contain the name of the bidder, address, and contact details of the bidder.

Checklist of Technical and Financial Documents**I. TECHNICAL COMPONENT ENVELOPE****Class "A" Documents****Legal Documents**

- Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages); and
- Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document; and
- Mayor's or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas; and
- Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

Technical Documents

- Conformity with the:
 - Technical Specifications
 - Production/delivery schedule
 - Manpower requirements
 - After-sales/parts; and
- Original duly signed Omnibus Sworn Statement (OSS) (Annex C); and if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.
- Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission; or Original copy of Notarized Bid Securing Declaration

Financial Documents

- The Supplier's audited financial statements FY 2021, showing, among others, the Supplier's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission

Class "B" Documents**The Procuring Entity shall allow Joint Venture Agreement**

- If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence; or duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful

Each partner of the joint venture shall submit the respective PhilGEPS Certificates of Registration in accordance with Section 8.5.2 of this IRR. The submission of legal eligibility documents by any of the Joint Venture Partners constitutes compliance.

Other documentary requirements under RA No. 9184 (as applicable)

• [For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos] Certification from the relevant government office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product.

• Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

Other documentary requirements by the Procuring Entity

• Key personnel

II. FINANCIAL COMPONENT ENVELOPE

• Original of duly signed and accomplished Financial Bid Form; and

• Original of duly signed and accomplished Bill of Quantities and summary sheet.

6. The DSWD FO XII reserves the right to accept or reject any bid/proposal, annul the bidding process, and to reject all bids/proposals at any time prior to contract award, without thereby incurring any liability to the affected bidder/s.

BAILANO SALIK-ALI, RSW
Chairperson, DSWD FOXII BAC

January 25, 2023

Term of Reference

I. Project Information

a. Title: DSWD FO XII : 64 Units Customized Office Table with Cabinet, 1 unit Cupboard, and Vault Storage Area in preparation for cable system installation.

b. Date:

c. Location: DSWD FO XII Regional Building, Brgy. Carpenter Hill, Koronadal City South Cotabato

d. Proponent: DSWD

e. Budgetary Requirement: P 1,587,090.75

f. Fund Source: 20000010000010000

II. Rationale

In developing adequate office system equipped for structured data and network cabling, it is important to developed customized table and office system that will greatly help in improving and making a neat/organized office system eliminating octopus wirings/cabling and will help secure the safety of the Building by preventing electrical hazard cause by inadequate cabling system.

III. Objectives

To provide a safe and comfortable working environment, to satisfy the needs of DSWD workers, and to fully utilize the DSWD FO XII Regional Building, thus it is necessary for installation of office system in preparation for network cabling structure.

IV. Competence and Qualifications

Prospective Contractor must have at least two (2) years of similar and/or relevant experience related to this TOR.

Similar Projects shall refer to contracts with scope of works related to the preparation of tender documents, architectural design and detailed engineering of government / public and private buildings.

Relevant Projects shall refer to contracts with scope of works related to the preparation of tender documents, architectural design and detailed engineering of other vertical structures (government / public and private buildings) such as dams, port facilities, airport facilities and the like.

The key personnel must meet the required minimum years of experience set below:

Key Personnel General Experience Relevant Experience

Project Supervisor 2 years 2 years

Carpenter 1 years 1 years

Welder 1 years 1 years

The minimum major equipment requirements are the following:

Equipment Capacity Number of Units

Electric Drill 2

Cut Off Saw 2

Angle Grinder 2

V. Scope of Works

Item No. Item Description

A Office System of 1st floor and 2nd floor

B Power Tools

C Installation of Doors and Windows

D Cash Vault Storage Area

E Over-all Manpower

See attach in Program of Works for more details.

VI. Detailed Estimate and Schedule

See attach Program of Works, Bill of Quantities and Schedule of Works.

VII. Other Provisions

A. Office Tables

- Redesign Frames if necessary to reassure the rigidity of the table.
- Fully furnish the edgings of the table to avoid future damages.
- Provide necessary bracket to ensure no buckling and no separation of Joints of the table/cupboard.

B. Vault Storage Area

- Vault Storage Area should be able to withstand from forced entry.
- Partition walls should be from floor level to Concrete Ceiling.

VIII. Accountabilities

The Contractor shall use such methods and appliances for the performance of the Work as will ensure its timely completion and of the required quality.

A welding machine should always be used in accordance to safety fire hazard as not to damage the surrounding area like painted walls and fixed glass window, basically all works shall be supervised and approved by the project engineer upon final execution of the work.

All works should be done in accordance with the specification, while observing alignments, plumbness, levelled, aesthetic, and under the supervision of the Engineer/Supervising Carpenter.

DSWD will provide the Contractor the necessary documents to enable the conduct of activities.

IX. Contract Duration and Schedule

See attach Schedule of Works for more details.

X. Terms of Payment

Progress Payments

Based upon the weighted percentage progress of the works, a Progress Accomplishment Billing will be submitted to DSWD by the Contractor, and DSWD shall make progress payment on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

When a Request for Payment is submitted, DSWD shall, within 7 days from receipt thereof: (i) evaluate and certify the Contractor's accomplishment; and (ii) pay the amount as certified.

Where the Consulting Firms refuses or fails to satisfactorily complete the work within the specified contract time, plus any time extension duly granted and is hereby in default under the contract, the Contractor shall pay DSWD for liquidated damages, and not by way of penalty, an amount, as provided in the conditions of contract, equal to at least one tenth (1/10) of one percent (1%) of the cost of the unperformed portion of the works for every day of delay. Should the amount of liquidated damages reach ten percent (10%) of the contract amount, DSWD shall, at its own discretion, terminate the contract without prejudice to any further action it may take to recover whatever losses incurred due to non-performance of the Contractor.

XI. Budgetary Requirement and Fund Source

Item No. Item Description Quantity Unit Unit Cost Amount
 1 Office System
 1st Floor and 2nd Floor Installation and Delivery
 Office Table 57 Set
 L-Shape Table 7 Set
 Office Cabinet 64 Set
 Cupboard 1 Set
 Adjustable Reclining Office Chair 64 Pcs
 Epoxy Primer 13 Gal
 2 Power Tools
 Electric Drill 70 Days
 Cut Off Saw 70 Days
 Angle Grinder 50 Days
 Consumables and other Accessories 2 lot
 3 Installation of Door and Window
 Demolition of CHB Wall 3 sqrm
 Demolition and Retrieval of Double Glass Door 1 Set
 Installation of Retrieve Glass Door 1 Set
 2" x 4" x 1.0mm thk Tubular Door Jamb 1 Set
 4" CHB 30 Pcs
 Cement (40KG) 7 Bags
 Sand 1 Pcs
 12mm RSB 4 Pcs
 #16 Tie Wire 1 Pcs
 Concrete Neutralizer 1 Pcs
 Concrete Sealer / Primer 1 Box
 Skim Coat (25kg) 1 Bags
 Semi-Gloss Paint(Double Coat) 1 gal
 3/8" thk x 2.0m x 1.0m Tainted Fixed Glass Window with 2.0m x 0.2m Tainted Sliding Glass Window with Frame and Accessories 2.4 sqrm
 4 Cash Vault Storage Area
 Demolition of Ceiling and Floor 13 Sqrm
 4" CHB 363 Pcs
 Portland Cement 33 Bags
 Washed Sand 2.64 Cum
 Metal Door 1 Set
 Concrete Neutralizer 3 Gal
 Concrete Sealer/ Primer 3 Gal
 Skim Coat 5 Bags
 Semi-Gloss Paint 4 Gal
 Baby Roller 5 Pcs
 Paint Tray 5 Pcs
 Assorted Sand Paper 30 Pcs
 4" Paint Brush 5 Pcs
 12mm RSB 31 Pcs
 #16 Tie Wire 2 Kg
 Concrete Epoxy 1 Gal
 60cm x 60cm Unglazed Tiles 13 Pcs
 Tile Adhesive 3 Bags
 Tile Grout 3 Bags
 C-channel 3 Pcs
 Metal Furringq 5 Pcs
 4' x 8' 4.5mm Fiber Cement Board 3 Pcs
 1/8 x 3/4 Blind Rivet 1 Box
 4 Over-all Manpower
 Supervising Carpenter 560 Mnhr
 Skilled 1680 Mnhr
 Helper 1120 Mnhr

A Total Direct Cost (Material, Labor and Equipment)
 B OCM (___% of A)
 C Contractor's Profit (___% of A)
 D VAT (___% of A+B+C)
 TOTAL PROJECT COST PHP 1,587,090.75

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Office Furniture and Vault Storage Area	Installation and Delivery of Office Furniture and Vault Storage Area for the Preparation of Cable System Installation	1	Lot	1,587,090.75

Created by Loreto Jr. Vargas Cabaya

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