



## Bid Notice Abstract

### Invitation to Bid (ITB)

**Reference Number** 11282112  
**Procuring Entity** DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT - REGION XII  
**Title** NP-2FB-DSWD12-2024- CIS-005 NEGOTIATED PROCUREMENT TWO-FAILED BIDDING PROCUREMENT OF SUPPLY AND DELIVERY OF OFFICE FURNITURE TO BE USED BY AICS STAFF  
**Area of Delivery** South Cotabato

<b>Solicitation Number:</b>	2024-04-0395 CIS	<b>Status</b>	<b>Active</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	1
<b>Procurement Mode:</b>	Negotiated Procurement - Two Failed Biddings (Sec. 53.1)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	10
<b>Category:</b>	Furniture	<b>Date Published</b>	24/09/2024
<b>Approved Budget for the Contract:</b>	PHP 1,113,739.00	<b>Last Updated / Time</b>	24/09/2024 00:00 AM
<b>Delivery Period:</b>	20 Day/s	<b>Closing Date / Time</b>	08/10/2024 10:30 AM
<b>Client Agency:</b>			
<b>Contact Person:</b>	Loreto Jr. Vargas Cabaya Regional Director Regional Center, Brgy. Carpenter Hill Koronadal City South Cotabato Philippines 9506 63-228-3180 Ext.81 63-228-3180 fo12@dswd.gov.ph		

#### Description

INVITATION FOR  
 NEGOTIATED PROCUREMENT TWO-FAILED BIDDING PROCUREMENT OF SUPPLY AND DELIVERY OF OFFICE FURNITURE TO BE USED BY AICS STAFF  
 Reference Number: NP-2FB-DSWD12-2024-CIS-005

1. The Department of Social Welfare and Development Field Office XII (DSWD FO XII), through its Bids and Awards Committee (BAC) intend to procure NP-2FB-DSWD12-2024-CIS-005 NEGOTIATED PROCUREMENT TWO-FAILED BIDDING PROCUREMENT OF SUPPLY AND DELIVERY OF OFFICE FURNITURE TO BE USED BY AICS STAFF with an Approved Budget for the Contract amounting to One Million, One Hundred Thirteen Thousand and Seven Hundred Thirty-nine Pesos Only (₱1,113,739.00) inclusive of all applicable taxes.

2. The DSWD FO XII BAC now invites technically, legally, and financially capable suppliers for the said project.

3. The Procurement procedure for this requirement is Negotiated Procurement for two-failed Bidding pursuant to 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".

The selection of the successful offer shall be based on the best and final offer that will be submitted on the set deadline by the BAC and which would meet the minimum technical specifications required.

4. Interested Bidders may obtain further information from the DSWD BAC Secretariat at the address and contact number given below from September 24, 2024 to October 07, 2024, 8:00 AM to 5:00 PM.

5. The DSWD FO 12 will hold a Negotiation Meeting on 30 September 2024 at DSWD REGIONAL OFFICE XII, BRGY. CARPENTER HILL, KORONADAL CITY, which shall be open to prospective bidders.

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

#### ACTIVITIES SCHEDULE

Advertisement/ Posting of Request for Quotation / Start of Availability of Request for Quotation September 24, 2024 to October 7, 2024, 8:00 AM to 5:00 PM.

Negotiation Meeting 30 September 2024 at DSWD REGIONAL OFFICE XII, BRGY. CARPENTER HILL, KORONADAL CITY  
Deadline of Submission of Quotations and Legal / Technical Documents (in Sealed Envelope) On or before 08 October 2024, 9:00 A.M.  
Opening of Quotations 08 October 2024, 11:30 A.M.  
Tentative Schedule for Post-qualification 10 October 2024

7. Two (2) copies of the proposals (one original and one copy) must be submitted to the BAC which must be duly received by the BAC Secretariat through manual submission at the office address indicated above on or before 9:00 AM of 08 October 2024. Late submission shall not be accepted.

8. Bid opening and evaluation shall be on 08 October 2024, 11:30 a.m. at the given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

9. Interested bidders shall submit the following documents in sealed envelopes, labelled as "Negotiated Procurement for Two-Failed Biddings", with the title of the procurement project, name of the bidder, address, and the contact details of the bidder, addressed to the BAC.

#### Checklist of Technical and Financial Documents

##### I. TECHNICAL COMPONENT ENVELOPE

###### Class "A" Documents

###### Legal Documents

a. Valid PhilGEPS Registration Certificate (Platinum Membership)(all pages)

###### Technical Documents

a. Statement of Bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid. For this purpose, the definition of similar contracts shall refer to Internet Service Providers which shall be completed within the last 2 years prior to the date of submission of the best and final offer.

b. Original Copy of Bid Security in any of the following form as prescribed under the 2016 revised IRR of RA 9184:

i. The amount of not less than ₱22,274.78 or the amount equivalent to two percent (2%) of ABC if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or

ii. The amount of not less than ₱55,686.95 or the amount equivalent to five percent (5%) of ABC if bid security is in Surety Bond; and

iii. Bid Securing Declaration (notarized)

c. Conformity with the Schedule of Requirements and Technical Specifications (please see Annex A and B)

d. Original duly signed Omnibus Sworn Statement (OSS); and if applicable, Original Notarized Secretary's Certificate in case of 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

e. If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence or duly notarized statement 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.

##### II. FINANCIAL COMPONENT ENVELOPE

a. Original of duly signed and accomplished Financial Bid Form;

b. Price Schedule

10. The DSWD FO XII reserves the right to accept or reject any bid/proposal, annul the bidding process, and to reject any and all bids, 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 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

11. For further information, please refer to:

DSWD 12- BAC Secretariat Head

Administrative Division- Procurement Section

DSWD Field Office 12, Regional Center, Brgy. Carpenter Hill, Koronadal City, 9506

procurement.fo12@dswd.gov.ph

12. You may visit the following websites:

For downloading of Bidding Documents:  
<https://fo12.dswd.gov.ph/bid-bulletin/>  
<https://www.philgeps.gov.ph>

Issued this 23rd day of September 2024

JACKIYA A. LAO  
Chairperson, DSWD FOXII BAC  
ANNEX B

#### Technical Specifications

1. The project is for NEGOTIATED PROCUREMENT TWO-FAILED BIDDING PROCUREMENT OF SUPPLY AND DELIVERY OF OFFICE FURNITURE TO BE USED BY AICS STAFF with NP-2FB-DSWD12-2024-CIS-005 as Reference Number.

2. Bidders must state either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the goods/equipment offered. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's unamended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidders statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.

#### Item Specification Statement of Compliance

1 VERTICAL FILING CABINET -20 units

Standard, durable vertical filing cabinet for file folders and documents.

Dimensions: 52''H x 18-1/2''W x 22''D

Finish: Enamel Steel thickness: 0.6mm (0.7mm)

#### Features:

4 Drawers with lock Full extension ball bearing drawer

Slides

Built-in cardholders

Built-in handles

1 Steel divider per drawer

Color Requirement: Plain Enamel

Beige or Light Gray

2 Premium Mobile Pedestal Cabinet

(Legal Size) -30 units

Premium quality mobile pedestal cabinets for files and documents, designed to fit under regular size desks.

Dimensions: 25-1/4''H x 18.5''W x 22''D

Finish: Powder Coated

Steel thickness: 0.6mm (0.7mm)

#### Features:

2 small drawers & legal sized drawer with lock

1 Steel divider per legal sized drawer

Full extension ball bearing drawer

Slides

3 Twin casters without brake

2 Twin casters with brake

Color Requirement: Plain Enamel

Beige or Light Gray

3 Premium Sliding Steel Door Storage

Cabinet -11 units

Premium quality storage cabinets with full steel sliding doors for various Storage needs.

Dimensions: 69''H x 39-3/8''W x 18''D

Finish: Powder Coated

Steel thickness: 0.7mm (0.8mm)

#### Features:

Sliding steel doors with lock

1 - 7 Adjustable shelves

Provision for hanger rod

Color Requirement: Plain Enamel  
Beige or Light Gray  
4 SAFETY VAULT -8 units  
Fire and Burglary Resistant Safe  
Outside: H620xW440xD497mm  
Inside: H426xw310xD310mm  
Weight: ±90kgs  
Capacity: at least 40L  
Color: Light Gray

Note: The Supplier should attach a sample brochure or catalogue of the items' brand or model to be offered

Delivery Term: One Time Delivery and within Twenty (20) Working days upon the receipt of the Purchase Order

Place of Delivery / Venue: DSWD FIELD OFFICE XII

Payment Term: Payment shall be 'One-time' since the items shall also be delivered one time in full.

General Requirements:

The supplier must attach a certification of satisfactory performance for all its completed government projects for the last year. Any unsatisfactory performance will result in disqualification in accordance with the RDC Resolution

I hereby certify to comply with all the above requirements.

\_\_\_\_\_  
Name of the Company/Bidder

\_\_\_\_\_  
Signature Over Printed Name of the Representative

\_\_\_\_\_  
Date

**Line Items**

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	OFFICE FURNITURES	NP-2FB-DSWD12-2024- CIS-005 NEGOTIATED PROCUREMENT TWO-FAILED BIDDING PROCUREMENT OF SUPPLY AND DELIVERY OF OFFICE FURNITURE TO BE USED BY AICS STAFF	1	Lot	1,113,739.00

**Created by** Loreto Jr. Vargas Cabaya

**Date Created** 23/09/2024

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