



**NATIONAL COUNCIL ON DISABILITY AFFAIRS**

NCDA Bldg., Isidora Street, Brgy. Holy Spirit, Quezon City  
Metro Manila, 1127

Provision for the Establishment of  
Local Area Network at  
Disability Resource and Development  
Center (DRDC) Building  
in  
National Council on Disability Affairs  
for CY 2019

October 2019  
ITB NO. 19-06-0239

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***Section I.***  
***INVITATION TO BID***

**INVITATION TO BID**  
**FOR THE PROVISION FOR THE ESTABLISHMENT OF LOCAL AREA NETWORK**  
**AT DISABILITY RESOURCE AND DEVELOPMENT CENTER (DRDC) BUILDING**  
**IN THE NATIONAL COUNCIL ON DISABILITY AFFAIRS FOR CY 2019**

**Bid Reference No. \_\_\_\_\_**

**Approved Budget for the Contract : Php 1,549,000.00**

1. The NATIONAL COUNCIL ON DISABILITY AFFAIRS (NCDA), through its Bids and Awards Committee (BAC), General Appropriations Act for FY 2019, intends to apply the sum of **ONE MILLION FIVE HUNDRED FORTY-NINE THOUSAND PESOS ONLY (PHP 1,549,000.00)** being the Approved Budget for the Contract (ABC) to payments for the provision for the **Establishments of Local Area Network at Disability Resource and Development Center (DRDC) building in the National Council on Disability Affairs (NCDA) for CY 2019** (the "Project") from September to December to cover network cabling for six (6) floors of DRDC Building, network rack with power outlet, 30 box CAT6 cable, 5 switch / hub (24 ports) and 5 WIFI Router / Access point. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The NCDA, through its Bids and Awards Committee (BAC), now invites Philippine Government Electronic Procurement System (PhilGEPS) registered contractors to apply for eligibility and to bid for the Establishments of Local area network at Disability Resource and Development Center (DRDC) building in the National Council on Disability Affairs (NCDA) for CY 2019. Bidders should have completed, within three (3) years from the date of submission and receipt of bids, a contract similar to the Project which is equivalent to fifty percent (50%) of the ABC for the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instructions to Bidders.
3. Bidding will be conducted through open competitive bidding procedures using a nondiscretionary "pass/fail" criterion as specified in the Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184, otherwise known as the "Government Procurement Reform Act".
4. 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 and subject to Commonwealth Act No. 138.
5. Interested bidders may obtain further information from the BAC Secretariat and inspect the Bidding Documents at the address given below during office hours.
6. A complete set of Bidding Documents may be acquired by interested Bidders starting on October 24, 2019 at the Finance and Administrative Division, 2nd Floor, NCDA Building, Isidora St., Brgy. Holy Spirit, Quezon City and upon payment of a nonrefundable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Five Thousand Pesos (PhP5,000.00).

It may also be downloaded free of charge from the website of the PhilGEPS and the website of the NCDA, provided that the Bidders shall pay the non-refundable fee for the Bidding Documents not later than the submission of their bids.

7. Bids must be delivered to the BAC Secretariat, Finance and Administrative Division, 2nd Floor, NCDA Building, Isidora St., Brgy. Holy Spirit, Quezon City on or before November 18, 2019, 2:00pm. The bidders shall drop their duly accomplished eligibility requirements, technical and financial proposals in two (2) separate envelopes in the bid box located at the abovementioned address. All the bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in the Instructions to Bidders (ITB) Clause 18.

Bid opening shall be on the date indicated above at the Board Room, NCDA Building, Isidora St., Brgy. Holy Spirit, Quezon City. Bids will be opened in the presence of the Bidders' representatives who choose to attend. **"LATE BIDS SHALL NOT BE ACCEPTED"**

8. The schedule of bidding activities is as follows:

BAC ACTIVITIES	SCHEDULE
Advertisement / Posting of Invitation to Bid / Request for Expression of Interest	October 24, 2019
Issuance and Availability of Bidding Documents	October 24, 2019
Pre-Bid Conference	November 4, 2019, 10AM
Deadline submission and Receipt of Bids	November 18, 2019, 2PM
Opening of Bids and Bid Evaluation	November 19, 2019, 2PM
Post Qualification	November 28, 2019
Approval of Resolution / Issuance of Notice of Award	December 6, 2019
Contract preparation & Signing	December 10, 2019
Approval of contract by higher authority	December 11, 2019
Issuance of Notice to Proceed	December 12, 2019

9. The NCDA reserves the right to accept or reject any and all bids, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders. In instances, that may arise and not specifically mentioned herein, the NCDA shall resolve bidding issues by resorting to and applying the pertinent provisions of RA 9184 and its Revised Implementing Rules and Regulations.

10. For further information, please refer to:

Ms. Madeline Hilario – Icot and Mr. Albert Villa, BAC Secretariats  
 Finance and Administrative Divisions,  
 2nd Floor NCDA Building, Isidora St., Brgy. Holy Spirit, Quezon City  
 Telefax No.: 951-5925 Email Address: supply.ncda@gmail.com

**MYRLA P. SEDENIO**  
 Planning Officer III  
 NCDA-BAC Vice - Chairperson