



Republic of the Philippines  
Department of Transportation  
**MARITIME INDUSTRY AUTHORITY**



## **INVITATION TO BID**

### **PROCUREMENT OF DESIGN, SUPPLY, DELIVERY AND INSTALLATION OF OFFICE EQUIPMENT, FURNITURE AND FIXTURE FOR MARINA REGIONAL OFFICE BUILDING-LEGAZPI CITY**

1. The MARITIME INDUSTRY AUTHORITY, through the 2021 General Appropriations Act (GAA), intends to apply the sum of **Four Million Seven Hundred Seventeen Thousand Pesos (Php 4,717,000.00)**, inclusive of all applicable taxes and charges, being the Approved Budget for the Contract (ABC) for the Project: **PROCUREMENT OF DESIGN, SUPPLY, DELIVERY AND INSTALLATION OF OFFICE EQUIPMENT, FURNITURE AND FIXTURE FOR MARINA REGIONAL OFFICE BUILDING-LEGAZPI CITY**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The MARITIME INDUSTRY AUTHORITY now invites bids for the said Project. Contract shall commence from the approval of Contract of Agreement and issuance of Notice to Proceed.
3. **Bidder's Qualifications** (in addition to the provisions of RA 9184 and its IRR):
  - The bidders must have at least three (3) client's satisfaction rating from a government agency or a private corporation with whom the bidder had contract for the past two (2) years or on-going; and
  - The bidders must have no pending case(s) against the government.
  - Bidder must be in the business of manufacturing or supply/delivery of office equipment, office furniture and fixtures for at least three (3) years; and
  - Bidder must have completed two (2) similar projects in the last three (3) years.
  - Bidder shall be a duly licensed Filipino citizen/sole proprietorship;
  - Partnerships duly organized under the laws of the Philippines and of which at least sixty percent (60%) of the interest belongs to citizens of the Philippines;
  - Corporations duly organized under the laws of the Philippines, and of which at least sixty percent (60%) of the outstanding capital stock belongs to citizens of the Philippines;
4. Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the "Government Procurement Reform Act."

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 5183 and subject to Commonwealth Act 138.

5. A complete set of Bidding Documents may be acquired by interested Bidders from the address below and upon payment of a non-refundable fee for the Bidding Documents pursuant to the latest guidelines issued by the GPPB.
6. It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and at **www.marina.gov.ph** provided that Bidders shall pay the non-refundable fee of **Five Thousand Pesos (P5,000.00)** only for the Bidding Documents not later than the submission of their bids.
7. The MARITIME INDUSTRY AUTHORITY will hold a Pre-Bid Conference on **04 November 2021 at the MARINA Board Room, 3<sup>rd</sup> Floor** MARINA Building, A. Bonifacio Drive corner 20<sup>th</sup> Street, Port Area, Manila which shall be open to all prospective bidders but shall be limited to only one (1) representative, per bidder, in observance of social distancing.
8. Bid submission and opening shall be strictly observed based on the schedule below. Bids will be opened in the presence of the Bidders limited to only one representative, who choose to attend at the address below. Late bids shall not be accepted.
9. The Schedule of Bidding Activities shall be as follows:

ACTIVITIES	DATE/TIME	VENUE
1. <b>Sale and Issuance of Bid Documents</b>	27 Oct 2021-15 Nov 2021 9:00 A.M. to 4:00 P.M.	<b>MARINA BAC Office, 10<sup>th</sup> Floor</b> MARINA Building, Port Area, Manila
2. <b>Pre-bid Conference</b>	04 Nov 2021, 1:00 P.M.	<b>MARINA Board Room, 3<sup>rd</sup> Floor</b> MARINA Building, Port Area, Manila
3. <b>Submission of Bids</b>	Deadline of Submission: 16 Nov 2021, 1:00 P.M.	<b>MARINA BAC Office, 10<sup>th</sup> Floor</b> MARINA Building, Port Area, Manila
4. <b>Opening of Bid Documents</b>	Opening of Bids: 16 Nov 2021, 2:00 P.M.	<b>MARINA Board Room, 3<sup>rd</sup> Floor</b> MARINA Building, Port Area, Manila

10. The MARITIME INDUSTRY AUTHORITY reserves the right 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 Section 41 of RA 9184 and its Revised IRR, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, you can contact the BAC Administrative Support c/o Ms. Melinda D. Ongayo or Ms. Mira Daguio at 0906-805-4489 / (02) 8524-6518 and email address at **2021marinabac@gmail.com** from 9:00 A.M. to 4:00 P.M., Monday to Friday.

Sgd.  
**VADM RENE V. MEDINA AFP (Ret)**  
 Chairperson, Bids and Awards Committee