

**Section I.
Invitation to Bid**

Republic of the Philippines
Department of Transportati
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 (MARINA), 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):
 - Bidders must be engaged in the business of manufacturing or supply/delivery of office equipment, office furniture and fixtures for at least three (3) years;
 - Bidders must have completed two (2) contracts similar to this project in the last five (5) years with an aggregate amount equivalent to at least 50% of the ABC.
 - Bidders must have a service center or authorized dealer within Legazpi City for after-sales service within the warranty period required for the goods or items provided to MARINA Regional Office V.
 - Bidders shall be any of the following:
 - Duly licensed Filipino citizen for sole proprietorship;
 - Partnerships duly organized under the laws of the Philippines and of which at least sixty percent (60%) of the interest belongs to the citizens of the Philippines; and
 - Corporations duly organized under the law of the Philippines, and of which at least sixty percent (60%) of the outstanding capital stock belongs to the 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 **02 August 2022 in MARINA Regional Office V located at Regional Government Center, Rawis, Legazpi City** which shall be open to all prospective bidders but shall be limited to only one (1) representative, per bidder, in observance of duly promulgated health safety protocols.
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. Posting of Bidding Documents	25 July – 01 August 2022	PhilGEPS and MARINA Website and Premises
2. Sale and Issuance of Bid Documents	25 July to 19 August 2022 9:00 A.M. to 4:00 P.M. except on 19 August 2022 which will be until 11:00 AM	MARINA Central Office 20th St corner Bonifacio Drive, Port Area Manila and MARINA Regional Office V Regional Government Center, Rawis, Legazpi City
3. Pre-bid Conference	02 August 2022 1:00 P.M.	MARINA Regional Office V Regional Government Center, Rawis, Legazpi City
4. Receipt of requests for	03 August to 06 August 2022	via email : bacsec@marina.gov.ph

interpretation from the bidders		
5. Issuance / Posting of Supplemental/ Bid Bulletin	08 August to 10 August 2022	PhilGEPS and MARINA website
6. Deadline of Submission and Receipt of Bids	19 August 2022 12:00 P.M.	MARINA Regional Office V Regional Government Center, Rawis, Legazpi City
7. Opening of Bid Documents	19 August 2022 1:00 P.M.	MARINA Regional Office V Regional Government Center, Rawis, Legazpi City

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 Secretariat c/o Ms. Jannine V. Fajardo at (0916) 611 6453 and email address at bacsec@marina.gov.ph from 9:00 A.M. to 4:00 P.M., Monday to Friday.

Sgd.

ARSENIO F. LINGAD

Chairperson, Bids and Awards Committee