

INVITATION TO BID
FOR THE PROCUREMENT OF IT EQUIPMENT-LAPTOPS
(Ref.: G-2022-LAPTOPS-09)

1. The **SMALL BUSINESS CORPORATION (SB Corp)**, through the *Corporate Operating Budget (COB)* intends to apply the sum of **PESOS: Four Million Nine Hundred Fifty Thousand (P4,950,000.00)** being the ABC to payments under the contract for the procurement of **IT Equipment-Laptops (Ref.: G-2022-LAPTOPS-09)** Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **SB Corp** now invites bids for the above Procurement Project. Delivery of the Goods is required **within one hundred twenty (120) calendar days upon receipt of Notice to Proceed**. Bidders should have completed, within **three (3) years** from the date of submission and receipt of bids, a contract similar to 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 non-discretionary **“pass/fail”** criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
 - a. 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.
4. Prospective Bidders may obtain further information from **SB Corp** and inspect the Bidding Documents at the address given below during **office hours from 9:00 a.m. to 4:00 p.m.**
5. A complete set of Bidding Documents may be acquired by interested Bidders on **November 25 – December 13, 2022** from the given address and website(s) and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **P5,000.00**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees upon payment in the Cashier of SB Corporation.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and at the website of the Small Business Corporation, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

6. The **SB Corp** will hold a Pre-Bid Conference on **December 2, 2022, 1:30 p.m.** at the **18F Conference Room** and/or through video conferencing via zoom (*interested bidder/s may request from the BAC Secretariat the link for the Pre-Bid Conference*), which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below. Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause 14**.
9. Bid opening shall be on **December 14, 2022, 10:00 a.m.** at the given address. Bids will be opened in the presence of the BAC, TWG members and Observers. Due to pandemic, bidders' representatives may witness the opening of bids online (zoom link shall be provided during the Pre-Bid Conference).
10. The **SB Corp** 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 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:

The BAC Secretariat

Julieta S. Calimlim – BAC Secretariat Head – jcalimlim@sbcorp.gov.ph

Annabella A. Reyes – BAC Secretariat Member – areyes@sbcorp.gov.ph

Ma. Elizabeth C. Mendoza – BAC Secretariat Staff – mcmendoza@sbcorp.gov.ph

Jennifer B. Perez – BAC Secretariat Staff – jbperez@sbcorp.gov.ph

Small Business Corporation

***17F 139 Corporate Center,
139 Valero St., Salcedo Village
Makati City
Telephone No. - 53281100 to 10***

12. You may visit the following websites:

For downloading of Bidding Documents:

<https://sbcorp.gov.ph/transparency-seal/>


ROWENA G. BETIA
BAC Chairperson

November 21, 2022