



Republic of the Philippines

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National Economic and Development Authority  
Region IV-A (CALABARZON)

**INVITATION TO BID FOR SUPPLY AND DELIVERY OF ONE  
BRAND NEW SERVICE VEHICLE TO THE NATIONAL  
ECONOMIC AND DEVELOPMENT AUTHORITY REGIONAL  
OFFICE IV-A**

1. The *National Economic and Development Authority (NEDA), Regional Office IV-A*, through the *National Expenditure Program, FY 2022*, intends to apply the sum of **Two Million Five Hundred Pesos (PHP 2,500,000.00)**, being the proposed ABC to payment under the contract for the **Supply and Delivery of One Brand New Service Vehicle to the National Economic and Development Authority Regional Office IV-A**. Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening.

The Contract to be awarded shall be subject to:

[a] existing DBM Guidelines on Cash-Based Budgeting (NBC No. 583 dated 4 January 2022) and other relevant regulations. Accordingly, the contract period shall commence upon receipt of the Notice to Proceed.

[b] GPPB Guidelines on the implementation of Early Procurement Activity (GPPB Circular 06-2019) which provides that this contract may only be awarded upon the approval and effectivity of the 2022 GAA or the reenacted budget and the ABC therefore remains without any reduction. In the event that the amount authorized for this procurement has been reduced, the project may still be awarded to the recommended winning bidder if the contract price is within the amount authorized in the GAA or the reenacted budget.

2. The *NEDA Regional Office IV-A*, now invites bids for the above Procurement Project. Delivery of the Goods is required within *thirty (30) calendar days* from receipt of *Notice to Proceed*. Bidders should have completed a contract similar to the Project within *four (4) years* prior to the date of submission and receipt of bids. 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 Updated 2016 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.

5. A complete set of Bidding Documents may be acquired by interested Bidders from ***December 3 to December 22, 2021 from 9:00 a.m. to 4:00 p.m., Monday to Friday*** at the address below and upon payment of a non-refundable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of ***PhP2,500.00***. *The payment of the non-refundable fee for the Bidding Documents is through cash or bank deposit.*

The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person or through electronic means not later than ***December 22, 2021, 12:00 noon***.

The Bid Documents may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

6. The ***NEDA Regional Office IV-A***, will hold a ***Pre-Bid Conference via Zoom virtual meeting*** with all interested bidders on ***December 10, 2021 at 2:00 p.m.*** The Zoom Meeting ID and passcode will be provided upon request of the prospective bidders.
7. ***Hard copies of Bids*** must be duly received by the BAC Secretariat at the office address indicated below, on or before ***12:00 noon of December 22, 2021***. 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 22, 2021, at 1:30 p.m.*** Actual opening of bid documents will be at the ***NEDA Makiling Hall, NEDA Region IV-A Building, Barangay Milagrosa, Calamba City, Laguna***. Opening of bids will be shared ***via Zoom with the bidders' representatives***. The bidders shall appoint their authorized representative/s who may ***attend the physical or virtual opening of bids***, and NEDA Regional Office IV-A shall provide the meeting link. The authorized representative should present an authorization letter from the owner/bidder.
10. The ***NEDA Regional Office IV-A***, 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 Updated 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:

***JONALYN U. SIBUCAO***

*Secretariat, Bids and Awards Committee*

*NEDA Region IV-A Building, Barangay Milagrosa (Tulo),  
Calamba City, Laguna 4027*

*Email: gs.neda4a@gmail.com*

*Telephone No.: (049) 502-0250*

*Fax: (049) 502-0289*

*Website: <https://calabarzon.neda.gov.ph/>*

12. You may visit the following websites:

For downloading of Bidding Documents: *PhilGEPS Website*

*<https://calabarzon.neda.gov.ph/>*

***December 2, 2021***



**VALTER L. MORADA**

Chairperson, NEDA IV-A BAC and

OIC-Assistant Regional Director, NEDA IV-A