



Republic of the Philippines
Department of the Interior and Local Government
Region 13 (Caraga)

**INVITATION TO BID FOR THE
Early Procurement Activity (EPA) of ICT Resources FY 2024**

1. The **Department of the Interior and Local Government (DILG) Region XIII – Caraga**, through the **National Expenditure Program (NEP) FY 2024** intends to apply the sum of **Four Million Three Hundred Seventy Thousand Pesos (Php 4, 370,000.00)** only being the ABC to payments under the contract for the **Early Procurement Activity (EPA) of ICT Resources FY 2024** with project number BAC-2024-001-EPA. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The DILG-XIII Caraga Regional Office now invites bids for the Early Procurement Activity (EPA) of the above Procurement Project, in accordance with the provisions under Appendix 31 of the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184. Delivery, testing and inspection shall be delivered within sixty (60) calendar days. Bidders should have completed, within **five (5) 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) or 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 the office of the DILG-XIII Caraga Regional Office and inspect the Bidding Documents at the address given below during working hours from 7:00 AM to 5:00 PM, Mondays to Fridays, except holidays.



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5. A complete set of Bidding Documents may be acquired by interested Bidders on **17 November 2023** and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the PPB, in the amount of **Five Thousand Pesos (Php 5,000.00) only**. A bidder is allowed to pay the applicable fee via cash at the Procuring Entity's Office and shall present a proof of payment to the BAC Secretariat on or before the deadline of submission of bid or may send a copy thru the email address given below.
6. The DILG- XIII Caraga Region will hold a **Pre-Bid Conference** on **28 November 2023, at 1:00 PM** at the Local Government Regional Resource Center (LGRRC) of DILG-XIII Caraga Regional Office, Butuan City.
7. Bids must be duly received by the BAC Secretariat through **manual submission** at the office address indicated below, **on or before 1:00 PM of 12 December 2023**. **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 **12 December 2023, 1:30 PM** at the address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The award of contract for Procurement Projects undertaken through EPA may be made only upon the following conditions and shall be in accordance with Item 7 of Appendix 31 of the 2016 revised IRR of RA 9184.
 - a. Approval and effectivity of the funding sources, to wit: (i) General Appropriations Act; (ii) Corporate Budget; (iii) Appropriations Ordinance; or (iv) loan agreement in the case of FAP's; or\
 - b. The reenactment of the previous year's budget which constitutes the current year's authorized budget, when authorized by the Constitution, law or rules.
11. The Head of the Procuring Entity of the DILG-XIII Caraga Region reserves the right to reject any and all bids, declares 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.

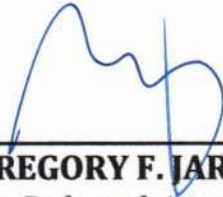
12. For Further information, please refer to:

BIDS AND AWARDS COMMITTEE
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT XIII
CARAGA REGIONAL OFFICE
Purok 1-A, Barangay Doongan, Butuan City
documents.dilg13@gmail.com
(085) 975 9230
<https://caraga.dilg.gov.ph/>

13. You may visit the following websites for downloading of Bidding Documents:

- a. DILG website: <https://caraga.dilg.gov.ph/>
- b. PhilGEPS website at <https://philgeps.gov.ph/>

Issued this 17th day of November 2023.



RAY GREGORY F. JARANILLA
Chairperson, Bids and Awards Committee