



INVITATION TO BID FOR Procurement of Air-Conditioning Units.

1. The *Civil Service Commission, Caraga Regional office*, through the *Bids and Awards Committee*³ intends to apply the sum of *Two Hundred Twenty Five Thousand Pesos* (P 225,000.00) for the Procurement of Air-Conditioning units, to wit:

Delivery schedule: with-in 15 calendar days from receipt of notice to proceed				
Descriptions	Window Type	Window Type	Window Type	Floor Mounted (Inverter)
No. of Units	1	2	1	1
Capacity	.75HP	1HP	2HP	3.0TR
Cooling (Kj/h)	6500-8500	8500-10500	18500-19500	3500-4500
Power consumption (W)	500-1000	800-12500	1800-2500	3000-3800
EER (Kj/h-W)	10-13	10-12	9.5-12	12-20
Bundle with Magnetic Switch & breaker				5.0HP-7.0HP; 30A
With free delivery and installation at Abilan, Buenavista, Agusan del Norte				

being the Approved Budget for the Contract (ABC) to payments under the contract for each lot/item. Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening.

NOTE: PLEASE REFER TO SECTION VI ON SCHEDULE OF REQUIREMENTS FOR COMPLETE DETAILS/INFORMATION

2. The *Civil Service Commission, Caraga Regional office* now invites bids for Procurement of Air-Conditioning units.⁴ Delivery of the Goods is required *with-in 15 calendar days from receipt of Notice to proceed*.

³ Ibid.

⁴ A brief description of the type(s) of Goods should be provided, including quantities, location of project, and other information necessary to enable potential bidders to decide whether or not to respond to the invitation.

Bidders should have completed, within **one (1) year** 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) 9184, otherwise known as the “Government Procurement Reform Act”.

In addition, select one of the two following paragraphs and delete the other depending on the existence of conditions under Section 23.4.1.2 of the IRR of RA 9184:

- (i) 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.
4. Interested bidders may obtain further information from the ***Civil Service Commission, Caraga Regional Office*** and inspect the Bidding Documents at the address given below from 8:00 AM to 5:00pm Monday to Friday.
5. A complete set of Bidding Documents may be acquired by interested Bidders on February 7, 2019 from the address below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Five Hundred Pesos (P 500.00).

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

6. The ***Civil Service Commission, Caraga Regional Office*** will hold a Pre-Bid Conference⁵ on *February 15, 2019 , 2:00PM at Civil Service Commission, Doongan Road, Butuan City*, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat at the address below on or before February 27, 2019 at 5:00 PM. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 18.

Bid opening shall be on February 28, 2019 10:00 o'clock AM at ***Civil Service Commission, Doongan Road, Butuan City***. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.

⁵May be deleted in case the ABC is less than One Million Pesos (PhP1,000,000) where the Procuring Entity may not hold a Pre-Bid Conference.

8. The *Civil Service Commission, Caraga* 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 IRR, without thereby incurring any liability to the affected bidder or bidders.

9. For further information, please refer to:

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CHRISTOPHER C. MABALE
Chair - Bids and Awards Committee

