



December 3, 2020

INVITATION TO BID

The Department of Agriculture, Regional Field Office No. 12 (DA-RFO 12), Koronadal City, South Cotabato through its General Appropriation Act (GAA) for Year 2020 invites prospective and interested bidders for the procurement of the following projects, to wit:

1. Supply, Delivery and Installation of 1 unit Greenhouse with Hydroponics and Irrigation System
ABC: Php1,000,000.00

A. Greenhouse Structure

- Dimension: L=15.00m, W=13.60m, H=4.50m, NGL to Roof apex line

A. Hydroponics System

- Dimension: L=15.00m, W=10.60m, H=1.80m
- Delivery Period: 60 Calendar days
- Delivery Site: DA – Tupi, RES., Brgy. Bololmala, Tupi, South Cotabato
- Cost of Bidding Documents: Php1,000.00

Note for Prospective Bidders:

- 1. During Buying of Bidding Document:** Must submit Letter of Intent (LOI) and present the following Eligibility Document:
 - a. Certificate of Registration from PhilGEPS (Platinum Membership)
 - b. Registration Certificate from SEC/DTI/CDA
 - c. Mayor/Business Permit
 - d. Tax Clearance
- 2. In case of Representative:** Must submit a copy of Board Resolution or Secretary's Certificate/Special Power of Attorney whichever is applicable coupled with SPECIMEN SIGNATURE.

- A.** Bids submitted in excess of the ABC shall be automatically disqualified during bid opening.
- B.** Bidding will be conducted through open competitive bidding procedures using a non-discretionary “pass/fail” criterion as specified in the 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 proprietorship, partnerships, corporation or organizations with at least sixty percent (60%) interest or outstanding capital stock

belonging to citizens of the Philippines, and to the 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.

- C. Interested bidders may obtain further information from DA-RFO 12 and inspect the Bidding Documents at the address given below during office hours from 8:00AM until 5:00PM.

A complete set of Bidding Documents may be purchased by interested Bidders commencing on **December 11, 2020 until 8:30PM of December 23, 2020** at **Department of Agriculture-RFO12 Brgy. Carpenter Hill, Koronadal City, Bids and Awards Committee office** and upon payment of a non-refundable fee in accordance with the Guidelines on the Sale of Bidding Documents.

- D. The DA-RFO 12 will hold a Pre-bid Conference on **December 11, 2020 – 9:00AM** at **DA-12 Conference Hall (2nd Floor), Brgy. Carpenter Hill, Koronadal City** which shall be opened to all interested parties.
- E. Bids must be duly received by the BAC Secretariat at the address below on or before **December 23, 2020 – 09:00AM**. All bids must be accompanied by a bid security in any acceptable form and in the amount stated in ITB Clause 18.

The **Bid Opening** shall be on **December 23, 2020 – 09:00AM** in the **DA-RFO 12 Conference Hall (2nd Floor), Brgy. Carpenter Hill, Koronadal City**.

- F. The bidding will be on a **TWO-ENVELOPE SYSTEM (Envelope A and Envelope B) Technical and Financial Envelopes**. Each envelope shall contain 3 envelopes marked as “Original Copy”, “Copy 1”, and “Copy 2”. Technical Documents must have **marker/eartab** and must be in chronological order as stipulated in the Checklist of Requirements.

The two (2) envelopes, Technical and Financial shall be labeled as Envelope A-Technical Documents and Envelope B-Financial Documents, respectively.

All envelopes shall: a) contain the name of the contract to be bid in capital letters, b) bear the name and address of the Bidder in capital letters, c) be addressed to the Procuring Entity’s BAC in accordance with ITB Clause 1.1, d) bear the specific identification of this bidding process indicated in the ITB Clause 1.2, and e) bear a warning “DO NOT OPEN BEFORE...” the date and time for the opening of bids, in accordance with ITB Clause 21.

- G. The Department of Agriculture, Regional Office No. 12, Koronadal City reserves the right to accept or reject any bid, to annul the bidding process, and to waive any minor defects, without thereby incurring any liability to the affected bidder/s and to accept bid as may be considered most advantageous to the government.

- H. For further information, please refer to: **RAHIEMA B. BUISAN**
Head, BAC Secretariat
Regional Center, Brgy. Carpenter Hill
Koronadal City, South Cotabato
Tel. No. : 083-228-3411
Email Address: bac.darfo12@gmail.com/
Bac1.darfo12@gmail.com

Approved by:

LORNA P. VILBAR, Ph.D.
BAC Chairperson

