



REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF AGRICULTURE**  
**PHILIPPINE COCONUT AUTHORITY**  
 Elliptical Road, Diliman, Quezon City 1101 Philippines  
 Tel. Nos.: (02) 8928-4501 to 09 · Direct Line: (02) 8926-7631  
 Website: pca.gov.ph

## INVITATION TO BID

### SUPPLY & DELIVERY OF VARIOUS ICT EQUIPMENT

PUBLIC BIDDING NO. 15-2024  
 FUNDING SOURCE: REFER TO TABLE BELOW

1. The **Philippine Coconut Authority** through its Bids and Awards Committee (BAC) invites PhilGEPS registered suppliers to bid for the Supply & Delivery of Various ICT Equipment with details as follows:

| Lot No. | Qty          | Item/<br>Description | Unit Cost  | Approved Budget for<br>the Contract | Funding Source                              | Price of Bid<br>Documents | Delivery<br>Period     |
|---------|--------------|----------------------|------------|-------------------------------------|---------------------------------------------|---------------------------|------------------------|
| 1       | 75           | Desktop A            | 60,000.00  | 4,500,000.00                        | CF, CFITF, PLRC, GAS,<br>CF, NG AND RP 2024 | 10,000.00                 | Refer to<br>Section VI |
|         | 2            | Desktop B            | 50,000.00  | 100,000.00                          |                                             |                           |                        |
|         | 2            | Desktop C            | 90,000.00  | 180,000.00                          |                                             |                           |                        |
|         | 27           | Laptop A             | 60,000.00  | 1,620,000.00                        |                                             |                           |                        |
|         | 8            | Laptop B             | 50,000.00  | 400,000.00                          |                                             |                           |                        |
|         | 1            | Laptop C             | 96,000.00  | 96,000.00                           |                                             |                           |                        |
|         | 1            | Deployment<br>Server | 760,000.00 | 760,000.00                          |                                             |                           |                        |
|         | 2            | Printer A            | 50,000.00  | 100,000.00                          |                                             |                           |                        |
|         | 3            | Printer B            | 12,000.00  | 36,000.00                           |                                             |                           |                        |
|         | 1            | Printer C            | 9,000.00   | 9,000.00                            |                                             |                           |                        |
|         | <b>TOTAL</b> |                      |            | <b>7,801,000.00</b>                 |                                             |                           |                        |

Bids received in excess of the ABC shall be automatically rejected at bid opening.

2. The summary of the bidding activities is as follows:
- |                                             |                                |
|---------------------------------------------|--------------------------------|
| Sale and Issuance of Bid Documents          | - August 12-Sept. 2, 2024      |
| Pre-Bid Conference                          | - August 20, 2024; 3:30pm      |
| Deadline for submission and Opening of Bids | - September 2, 2024; 1:30pm    |
| Bid Evaluation                              | - (This shall be in accordance |
| Post Qualification                          | - with the period prescribed   |
| Notice of Award                             | - in the IRR of RA 9184)       |
3. The **Philippine Coconut Authority (PCA)** now invites bids for the above Procurement Project. Delivery of the Goods is stated under Section VI of this Bidding Documents. 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).
4. 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".
5. 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 and subject to Commonwealth Act 138.

6. Prospective Bidders may obtain further information from BAC Secretariat Office and avail the Bidding Documents at the address given below during working days from 8AM-4PM.
7. A complete set of Bidding Documents may be acquired by interested Bidders from the BAC Secretariat Office (see address below) upon requesting an order of payment and paying the applicable fee for the Bidding Documents in person.
8. The Pre-Bid Conference shall be held per the schedule stated above, at the 8/F Executive Lounge, R&D Building, Elliptical Road, Diliman, Quezon City, and/or through video conferencing or webcasting via Zoom (link will be provided to interested bidders upon request on the email address and/or contact number below) which shall be open to prospective bidders.
9. Bids must be duly received by the BAC Secretariat through manual/physical submission at the office address indicated below, on or before the date and time indicated above. Late bids shall not be accepted.
10. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 14.
11. Bid opening shall be conducted per schedule and venue as stated above at the given address below or webcasting via Zoom (link will be provided to interested bidders upon request on the email address and/or contact number below). Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
12. The Philippine Coconut Authority 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.
13. The Philippine Coconut Authority under the Department of Agriculture does not condone any form of solicitation on any prospective winning and losing bidders by any of our staff/employees or any other party. Any sort of this kind shall be reported immediately to the office of the Secretary or the National Bureau of Investigation (NBI) for entrapment and proper investigation.
14. For further information, please refer to:

*The BAC Secretariat Office  
5<sup>th</sup> Floor, PCA R&D Building  
Elliptical Road, Diliman, Quezon City 928-4501 loc. 409 | [pcacobac@pca.gov.ph](mailto:pcacobac@pca.gov.ph)*

15. You may visit the following websites:  
For downloading of Bidding Documents:

<https://www.philgeps.gov.ph/>  
<https://pca.gov.ph/>

*Issued on August 9, 2024*

  
**ROEL M. ROSALES**  
CO BAC Chairman