



**BIDS AND AWARDS COMMITTEE**

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***Section I. Invitation to Bid***

***ITB No. CS-017-2024-PB***

**PUBLIC BIDDING FOR THE PROCUREMENT AND DELIVERY OF  
ENTERPRISE SUPPORT FOR THE EXISTING NCMH PHYSICAL  
SERVERS CY 2024**

1. The National Center for Mental Health, through the INCOME CY2024 intends to apply the sum of **Three Million Three Hundred Twenty-Nine Thousand Eight Hundred Seventy-Five Pesos and 62/100 only (Php3,329,875.62)**, Public Bidding for the Procurement and Delivery of Enterprise Support for the Existing NCMH Physical Servers CY 2024 / ITB No. CS-017-2024-PB being the 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.
2. The National Center for Mental Health now invites bids for the above Procurement Project. Delivery of the Goods is required by (SEE SCHEDULE OF REQUIREMENTS). Bidders should have completed, within (SEE SCHEDULE OF REQUIREMENTS) 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) 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 **Procurement Section of the National Center for Mental Health** and inspect the Bidding Documents at the address given below during **8:00am to 5:00pm**.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **October 8, 2024 – October 29, 2024 (Monday to Friday, 8:00AM – 5:00PM)** from the given address and website(s) below and upon submission of **LETTER OF INTENT** and payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Php5,000.00**. The Procuring Entity shall allow the bidder to present its proof of payment (official receipt) for the fees at the Procurement Section, NCMH Compound.

6. The **National Center for Mental Health** will hold a Pre-Bid Conference on **October 16, 2024, 9:00 AM (Wednesday)** at **BAC Conference of National Center for Mental Health**, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before **October 30, 2024 (Wednesday), 9:00AM**. 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 **October 30, 2024 (Wednesday), 9:00AM** at the given address below **BAC Conference Room of the National Center for Mental Health**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The **National Center for Mental Health** 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.

11. For further information, please refer to:

  
**RUSELLE SP. OLASO, MPA**

*Administrative Officer V*

*Nueve de Febrero St. Brgy. Mauway, Mandaluyong City*

*Tel: 0285319001 loc 239, 240, 242*

*Telefax: 0285318318*

*Email: [bacncmh@yahoo.com](mailto:bacncmh@yahoo.com)*

*[www.ncmh.gov.ph](http://www.ncmh.gov.ph)*

12. You may visit the following websites:

[www.philgeps.gov.ph](http://www.philgeps.gov.ph) (PhilGEPS website using suppliers/bidders account)

<https://ncmh.gov.ph> (National Center for Mental Health Official Website)

**October 8, 2024**

*Date of Issue*

  
**ALDEN C. CUYOS, MD, FPPA, IFAPA, MMHoA**

Chairperson, NCMH-BAC for Contract Services

And Consultancy Service CY 2024