



REPUBLIC OF THE PHILIPPINES
Department of Health
NATIONAL CENTER FOR MENTAL HEALTH
Nueve de Febrero Street, Mandaluyong City, Philippines
BIDS AND AWARDS COMMITTEE



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SECTION I: INVITATION TO BID ITB No. **009-2020**

1. The **NATIONAL CENTER FOR MENTAL HEALTH**, through the **GAA 2020 and Hospital Income** intends to apply the sum of **₱ 557,650.00 (Office Supplies and Forms CY 2020)** and **₱ 1,228,214.93 [(Psychological Testing Forms & Booklets (Lot) and Office Tables and Chairs (Pavilion 2)] CY 2019** being the Approved Budget for the Contract (ABC) to payments under the contract for the following categories. Bids received in excess of the ABC shall be automatically rejected at bid opening.

CATEGORY	APPROVED BUDGET FOR THE CONTRACT (ABC)
A. Public Re-Bidding for Office Supplies and Forms CY 2020	₱557,650.00
B. Public Re-Bidding for Office Tables and Chairs (Pavilion 2) CY 2019	568,175.00
C. Public Re-Bidding for Psychological Testing Forms and Booklets (Lot) CY 2019	660,039.93

Prospective Bidders for the above mentioned category should have experience in undertaking similar projects within the last two (2) years with an amount of at least 25% for the supplies of the proposed project for bidding. The Eligibility Check/Screening as well as the Preliminary Examination of Bids shall use non-discretionary “pass/fail” criteria. Detailed Bid-Evaluation & Post-Qualification of the lowest-calculated bid shall be conducted, and;

2. The **NATIONAL CENTER FOR MENTAL HEALTH** now invites bids for **CY 2019 and CY 2020**. Delivery of the Goods is required as specified in the SCHEDULE OF REQUIREMENTS. 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”.

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 at the **NATIONAL CENTER FOR MENTAL HEALTH** and inspect the Bidding Documents at the address given below during office hours.
5. A complete set of Bidding Documents may be acquired by interested Bidders on:

Office Supplies and Forms CY 2020; Office Tables and Chairs (Pavilion 2) ; Psychological Testing Forms & Booklets (Lot) CY 2019

July 3 to 22, 2020 (Monday to Friday)
8:00 AM – 5:00 PM

From the address below, 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:

APPROVED BUDGET OF THE CONTRACT	COST OF BIDDING DOCUMENTS	METHOD OF PAYMENT
500,000 and below	₱500.00	Cash / Manager's Check (Addressed to National Center for Mental Health)
More than 500,000 up to 1 Million	1,000.00	
More than 1 Million up to 5 Million	5,000.00	
More than 5 Million up to 10 Million	10,000.00	
More than 10 Million up to 50 Million	25,000.00	
More than 50 Million up to 500 Million	50,000.00	
More than 500 Million	75,000.00	

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 **NATIONAL CENTER FOR MENTAL HEALTH** will hold a **Pre-Bid Conference on July 10, 2020 (Friday); 2:00 PM** for Other Supplies – Office Supplies and Forms CY 2020; Office Tables and Chairs (Pavilion 2) CY 2019 and Psychological Testing Forms & Booklets (Lot) CY 2019 at **BAC CONFERENCE ROOM, PROCUREMENT SECTION OF NATIONAL CENTER FOR MENTAL HEALTH COMPOUND, MANDALUYONG 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 **July 23, 2020 (Thursday); 2:00 PM** for Other Supplies – Office Supplies and Forms CY 2020; Office Tables and Chairs (Pavilion 2) CY 2019 and Psychological Testing Forms & Booklets (Lot) CY 2019. 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 July 23, 2020 (Thursday); 2:00 PM for Other Supplies – Office Supplies and Forms CY 2020; Office Tables and Chairs (Pavilion 2) CY 2019 and Psychological Testing Forms & Booklets (Lot) CY 2019 at **BAC CONFERENCE ROOM, PROCUREMENT SECTION OF NATIONAL CENTER FOR MENTAL HEALTH COMPOUND, NUEVE DE PEBRERO ST., BRGY. MAUWAY MANDALUYONG 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.**

8. 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 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:

SGD
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Approved By:

SGD
NOEL V. REYES, MD, FPPA
 Chairperson, NCMH-BAC for Other Supplies CY 2020