



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

BIDDING DOCUMENTS

**NEGOTIATED PROCUREMENT -
TWO-FAILED BIDDINGS FOR THE
SUPPLY, DELIVERY, TESTING, AND
COMMISSIONING OF VARIOUS
BRAND-NEW TRANSPORTATION
VEHICLES CY 2024 (1 LOT)**

NCMH-BIDS AND AWARDS COMMITTEE

October 2024

**Section I. INVITATION FOR NEGOTIATED PROCUREMENT
FOR TWO-FAILED BIDDINGS
ITB No. E-016-2024-TFB**

***Supply, Delivery, Testing, and Commissioning of Various Brand-
new Transportation Vehicles CY 2024 (1 Lot)***

1. The *National Center for Mental Health (NCMH)* intends to procure Supply, Delivery, Testing, and Commissioning of Various Brand-new Transportation Vehicles CY 2024 (1 Lot) with an Approved Budget for the Contract (ABC) of **Seven Million Eight Hundred Thousand Pesos only (PhP 7,800,000.00)**.
2. The NCMH, through its Bids and Awards Committee (BAC), now invites technically, legally, and financially capable suppliers for the said project.
3. The Procurement procedure for this requirement is Negotiated Procurement for Two- Failed Bidding pursuant to Section 53.1 of 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

The selection of the successful offer shall be based on the best and final offer that will be submitted on the set deadline to the BAC and which would meet the minimum technical specifications required.

4. The interested bidders may obtain further information from the BAC Secretariat at the address given below from **October 31, 2024 – November 6, 2024, Monday to Friday, 8:00 AM to 5:00 PM**.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **October 31, 2024 – November 6, 2024** from the given address and website(s) 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 Ten Thousand Pesos (PhP10,000.00).
6. The NCMH will hold a Negotiation Meeting on **October 30, 2024 (Wednesday) 8:30AM at NCMH BAC Conference Room**, 9 De Pebrero St. Mauway, Mandaluyong City, which shall be open to prospective bidders.
7. **Three (3) copies of the proposals (one original and two copies)** must be submitted to the BAC which must be duly received by the BAC Secretariat through manual submission at the office address indicated above on or before **9:30 AM of November 7, 2024 (Thursday)**. The submitted documents must **Certified True Copy (CTC)**. Late submission shall not be accepted. The opening of the proposals shall immediately follow after the deadline of submission. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.



8. Interested bidders shall submit the following documents in sealed (**GREEN**) envelopes, labeled as “Negotiated Procurement for Two-Failed Biddings”, with the title of the procurement project, name of the bidder, address, the contact details of the bidder, addressed to the BAC.

A. Eligibility and Technical Documents

- a) Certified True Copy (CTC) of Valid PhilGEPS Registration Certificate (Platinum Membership), including the Annex/es;
- b) Statement of Bidder’s Single Largest Completed Contract (SLCC) similar to the contract to be bid. For this purpose, the definition of similar contracts shall refer to Transportation Vehicles which shall be completed within the last 2 years prior to the date of submission of the best and final offer.
- c) Bid Security in any of the following form as prescribed under the 2016 revised IRR of RA 9184:
1. In case of cash, Manager’s Check, Bank Guarantee (2% of the ABC or PhP156,000.00)
 2. In case if Surety Bond, submit also a certification issued by the Insurance Commission or Original Copy Notarized Bid Securing Declaration (5% of the ABC or PhP390,000.00)
 3. Bid Securing Declaration.
- d) Conformity with the Schedule of Requirements (Annex “A”);
- e) Conformity with the Technical Specifications (Annex “B”);
- f) Original and Notarized Omnibus Sworn Statement (OSS) supported with Notarized Secretary’s Certificate in case of a corporation or cooperative; in case of partnership or single proprietorship, the bidder shall submit Special Power of Attorney executed by the partners or single proprietorship; whichever is applicable.
In case of Joint Venture, Special Power of Attorney shall be submitted by all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.
- g) If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence or duly notarized statement from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

******IF NOT APPLICABLE INDICATE IN A SEPARATE SHEET WITH TABBING THAT JOINT VENTURE AGREEMENT IS NOT APPLICABLE******

B. Financial Documents

- h) Bid Form
- i) Price Schedule

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by the implementation of the rules and regulations of RA 9184 and other related and applicable laws.

10. The **National Center for Mental Health** reserves the right to reject all Bids, declare failure of bidding, or not award the contract in accordance with Section 41 of the 2016 revised Implementing Rules and Regulations.

For further information, please refer to:


RUSSELLE SP. OLASO, MPA

Head, NCMH BAC Secretariat

Nueve de Febrero St. Brgy. Mauway, Mandaluyong City

Tel: 0285319001 loc 239, 242 Telefax: 0285318318

Email: baencmh@yahoo.com; www.ncmh.gov.ph

You may visit the following websites:

For downloading of Bidding Documents:

www.philgeps.gov.ph (PhilGEPS website using suppliers/bidders account)

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

October 30, 2024

Date of Issue


ALDEN C. CUYOS, MD, FPPA, IFAPA, MMHoA
Chairperson, NCMH-BAC for Equipment