



IBP Road, Constitution Hills, Batasang Pambansa Complex  
1126 Quezon City, Philippines

## **Invitation to Bid for the “Re-bidding on the Supply and Delivery of One (1) Unit Motor Vehicle for Use of CSC Commissioner”**

1. The Civil Service Commission – Central Office through the General Appropriations Act (GAA) of FY 2022 intends to apply the sum of **Two Million Five Hundred Fifty Thousand Pesos (PHP2,550,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the **“Re-bidding on the Supply and Delivery of One (1) Unit Motor Vehicle for Use of CSC Commissioner”** under Project Identification Number 2022-08. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The Civil Service Commission – Central Office now invites bids for the above Procurement Project. Delivery of the Goods as specified in in Section VI (Schedule of Requirements) of the 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).
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.

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 the Civil Service Commission – Central Office, through the CSC-BAC Secretariat and inspect the Bidding Documents at the address given below during office hour.
5. A complete set of Bidding Documents may be acquired **free-of-charge** by interested Bidders from **July 5, 2022** and onwards from the given address and website(s) below.

6. The Civil Service Commission – Central Office will hold a **Pre-Bid Conference** on **July 7, 2022 at 2:00 p.m.** through videoconferencing using Microsoft Teams as platform and shall be open to interested bidders. Below is the invitation link to the pre-bid conference:

Link here:

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_OGFiOWVjMmQtOTgwNC00MDNkLWI0MDUzTE1YzhjYzMyNWZk%40thread.v2/0?context=%7b%22Tid%22%3a%22b18ff772-1cac-4521-9a8b-f077b03a9db6%22%2c%22Oid%22%3a%22d3e2eff5-d07e-4d8c-b558-e4614f86a95c%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_OGFiOWVjMmQtOTgwNC00MDNkLWI0MDUzTE1YzhjYzMyNWZk%40thread.v2/0?context=%7b%22Tid%22%3a%22b18ff772-1cac-4521-9a8b-f077b03a9db6%22%2c%22Oid%22%3a%22d3e2eff5-d07e-4d8c-b558-e4614f86a95c%22%7d)

7. **Bids** must be duly received by the BAC Secretariat through **online or electronic submission** at the email address indicated below on or before **July 21, 2022 at 9:30 a.m.** Late bids shall not be accepted.

Submission and opening of bids will be done pursuant to the guidelines set forth in GPPB Resolution No. 09-2020 and GPPB Resolution No. 12-2020. Bidders are requested to submit manually the original documents (hardcopy) which shall serve as reference of the BAC on or before **July 21, 2022 at 9:30 a.m.** in the address indicated below.

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 **July 21, 2022 at 1:30 p.m.** through videoconferencing via Microsoft Teams using an invitation link below:

Link here:

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_MGZhZjFlZjgtODJmOC00MTBhLWIyM2YtZjhhYzQ3OGZiMmUx%40thread.v2/0?context=%7b%22Tid%22%3a%22b18ff772-1cac-4521-9a8b-f077b03a9db6%22%2c%22Oid%22%3a%22d3e2eff5-d07e-4d8c-b558-e4614f86a95c%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_MGZhZjFlZjgtODJmOC00MTBhLWIyM2YtZjhhYzQ3OGZiMmUx%40thread.v2/0?context=%7b%22Tid%22%3a%22b18ff772-1cac-4521-9a8b-f077b03a9db6%22%2c%22Oid%22%3a%22d3e2eff5-d07e-4d8c-b558-e4614f86a95c%22%7d)

Pursuant to Item 4.2 (B) of the GPPB Resolution No. 09-2020, Bidder must allow to a password-protected Bidding Documents on opening date and time. The passwords for accessing the file will be disclosed by the Bidders only during the actual bid opening which may be done in person or face-to-face through videoconferencing, webcasting or similar technology.

10. During BAC meetings, representative(s) of prospective bidders must present Letter of Intent/Authorization Letter from their company and must have a valid Identification Card (Company ID or any Government-issued ID) which may be done in person or through electronic means.
11. The Civil Service Commission – Central Office 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.

12. For further information, please refer to:

CSC-CO BAC Secretariat  
Civil Service Commission – Central Office  
IBP Road, Constitution Hills, Quezon City  
Trunkline No. (02) 8931-7935 or 39, local 508  
Direct Line: (02) 8931-7990; Fax No. 8931-8029  
Email Address: [csc.ofam.pmd@gmail.com](mailto:csc.ofam.pmd@gmail.com)

13. You may visit the following website for downloading of Bidding Documents.

**[www.csc.gov.ph/procurement](http://www.csc.gov.ph/procurement) or [www.philgeps.gov.ph](http://www.philgeps.gov.ph)**

June 29, 2022

Date



**ATTY. ARIEL G. RONQUILLO**  
*CSC Assistant Commissioner and  
Chairperson, Bids and Awards Committee*