



UNIVERSITY OF THE PHILIPPINES BAGUIO
Governor Pack Road, 2600 Baguio City
Tel. Nos. (074) 446-9973/ (074) 442-3888
email: bac.upbaguio@up.edu.ph

INVITATION TO BID

The University of the Philippines Baguio, through its Bids and Awards Committee (BAC), invites suppliers to apply for eligibility and to bid for the hereunder project:

Name of Project	:	12-month Fitness Program/ Activity
Location	:	UNIVERSITY OF THE PHILIPPINES BAGUIO CAMPUS, Governor Pack Road, Baguio City
Brief Description	:	Lot Price for the 12-month Fitness Program/ Activity
Approved Budget for the Contract (ABC)	:	Php 225,000.00
Contract Duration	:	150 working days

Prospective bidders should have experience in undertaking a similar project with an amount of at least 50% of the proposed project for bidding, and have key personnel available for the prosecution of the project. The Eligibility Check/Screening as well as the Preliminary Examination of Bids shall use non-discretionary “pass/fail” criteria. Post-qualification of the lowest calculated bid shall be conducted.

All particulars relative to Eligibility Statement and Screening, Bid Security, Performance Security, Pre-Bidding Conference(s), Evaluation of Bids, Post-Qualification and Award of Contract shall be governed by the pertinent provisions of R.A. 9184 and its Implementing Rules and Regulation (IRR).

The complete schedule of activities is listed, as follows:

<i>Activities</i>	<i>Schedule</i>
1. Advertisement/ Posting of Invitation of Bid & Issuance of Bid Documents	7 – 14 December 2018
2. Submission of Bids	17 December 2018
On or before 3:30 pm at the Supply and Property Management Office, G/F Institute of Management Building, U.P. Baguio Campus. Late bids will not be accepted.	
Opening of Bids	17 December 2018
4:00 pm at the Office of the Vice Chancellor for Administration, 2/F Iskolar ng Bayan Building, U.P. Baguio Campus.	
3. Bid Evaluation	18 December 2018
4. Post-qualification	19-20 December 2018
5. Notice of Award	27 December 2018

The BAC will issue to prospective bidders **Bid Documents** at the **Supply and Property Management Office (SPMO)** upon their payment of a non-refundable amount of **Five Hundred Pesos (P 500.00)** to the UP Baguio Cashier. It may also be downloaded free of charge from the websites of the **Philippine Government Electronic Procurement System (PhilGEPS)** and the **University of the Philippines Baguio (www.upb.edu.ph)**, provided that bidders shall pay the fee for the Bid Documents not later than the submission of their bids. Other pertinent bidding forms, however, are only available at the OVCA, U.P. Baguio.

The University of the Philippines Baguio assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of their bids. The UP Baguio reserves the right to reject any or all bids without offering any reason, waive any required formality and award the contract to the bidder whose proposal is deemed the most advantageous to the University.

JESSICA K. CARIÑO
BAC Chair/ Vice Chancellor for Administration