



UNIVERSITY OF THE PHILIPPINES BAGUIO

BIDS AND AWARDS COMMITTEE

Governor Pack Road, 2600 Baguio City
Tel. No. (074) 446-9973 / (074) 442 3484
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	:	ONE (1) YEAR ONLINE ACCESS TO DIGITAL LIBRARY
Location	:	UNIVERSITY OF THE PHILIPPINES BAGUIO CAMPUS, Governor Pack Road, Baguio City

Brief Description	:	ONE (1) YEAR ONLINE ACCESS TO DIGITAL LIBRARY
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Approved Budget for the Contract (ABC)	:	Php 388,368.00
Delivery Period	:	30 calendar days

Prospective bidders should have experience in undertaking a similar project with an amount of at least 50% 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. 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:

Activities	Schedule
1. Advertisement/Posting of Invitation to Bid & Issuance of Bid Documents	December 28 TO January 4, 2019
2. Submission of Bids ON or BEFORE 12:00noon at the BAC Secretariat Supply & Property Management Office, Isabelo delos Reyes Building (LATE BIDS WILL NOT BE ACCEPTED)	January 7, 2019
Opening of BIDS at 1:00PM at the Conference Room, Vice Chancellor for Administration, 2 nd Fl. Iskolar ng Bayan Building	
3. Bid Evaluation	January 8, 2019
4. Post-qualification	January 11, 2019
5. Notice of Award	January 14, 2019

The BAC will issue to prospective bidders **BID DOCUMENTS** at the **BAC Secretariat, Supply and Property Management Office (SPMO)** upon payment of a non-refundable amount of **Five Hundred Pesos (Php 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 forms, however, are only available at the SPMO, UP 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

(sgd) **JESSICA K. CARIÑO**
BAC Chair

