

# UNIVERSITY OF THE PHILIPPINES BAGUIO

## **INVITATION TO BID for** **THE COMPLETION OF THE UP BAGUIO** **BALAY INTERNASYONAL** **UPB-BID-2020-10A (RE-BID)**

1. The *University of the Philippines Baguio (UP Baguio)*, through the *corporate budget for the contract approved by the governing Board* intends to apply the sum of ***Eighteen Million Three Hundred Eight Thousand Eight Hundred Fifty-Six Pesos & 27/100 (PhP 18,308,856.27)*** being the Approved Budget for the Contract (ABC) to payments under the contract for ***the completion of the UP Baguio Balay Internasyonal - Phase IV with bid reference no. UPB-BID-2020-10A (RE-BID)***. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The University of the Philippines Baguio now invites bids for the above Procurement Project. Completion of the Works is required ***One Hundred Fifty (150) days***. Bidders should have completed 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 non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
4. Interested bidders may obtain further information from *UP Baguio* and inspect the Bidding Documents at the address given below from 8:00 a.m. to 4:00 p.m., Monday to Friday.
5. A complete set of Bidding Documents may be acquired by interested bidders on ***30 December 2020*** from given address and website below *and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of twenty-five thousand pesos (PhP 25,000.00)*.

### **Payments may be thru:**

#### ***Bank: Development Bank of the Philippines (DBP)***

Branch: Baguio City

Account Name: UP Baguio Trust Fund

Account Number: 0-00363-510-1

(Please make at least 2 copies of the deposit slip)

OR

#### ***Bank: Land Bank of the Philippines (LBP)***

Branch: Baguio City, Marcos Highway

Account Name: UP Baguio Revolving Fund

Account Number: 0221-3287-28

(Please make at least 2 copies of the deposit slip)

For the **Official Receipt**, you may proceed at the Cashier's Office for the issuance of the Official Receipt from 8:00 a.m. to 4:00 p.m., Monday to Friday.

Proof of payment must be presented upon acquiring a complete set of bidding documents at the BAC Secretariat's Office.

The Procuring Entity shall allow the bidder to present its proof of payment for the fees *in person, or by facsimile, or through electronic means.*

6. The ***University of the Philippines Baguio*** will hold a ***Pre-Bid Conference on January 7, 2021 at 10:00 a.m.*** at ***Board Room, 2nd floor Iskolar ng Bayan Building, University of the Philippines Baguio, Governor pack road, 2600 Baguio City*** and/or through zoom conference, which shall be open to prospective bidders.

The pre-bid conference may be attended via ZOOM CONFERENCE. For those participating via Zoom conferencing, please click on the link below to register in advance for this meeting:

Register in advance for this meeting:

**<https://up-edu.zoom.us/meeting/register/tZUkd-isrDIrGdfK11ZGgK8ckxrNGmeCOFvq>**

After registering, you will receive a confirmation email containing information about joining the meeting.

7. Bids must be duly received by the BAC Secretariat through (i) manual submission at the office address as indicated below, (ii) online or electronic submission as indicated below, or (iii) both} on or before ***January 19, 2021 at 9:30 a.m.*** Late bids shall not be accepted.

BAC Secretariat Office  
Supply and Property Management Office  
Isabelo delos Reyes Building  
Governor Pack Road, 2600 Baguio City  
email: **[bac.upbaguio@up.edu.ph](mailto:bac.upbaguio@up.edu.ph)**

8. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 16.
9. ***Bid opening*** shall be on ***January 19, 2021 at 10:00 a.m.*** at ***the Board Room, 2<sup>nd</sup> Floor Iskolar ng Bayan Building, UP Baguio Governor Pack Road, Baguio City.*** Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

The bid opening may be attended via ZOOM CONFERENCE. For those participating via Zoom conferencing, please click on the link below to register in advance for this meeting:

Register in advance for this meeting:

**[https://up-edu.zoom.us/meeting/register/tZEkd uu hqT8rHNcm8bb\\_GIxn vSnzZbnBLI9](https://up-edu.zoom.us/meeting/register/tZEkd uu hqT8rHNcm8bb_GIxn vSnzZbnBLI9)**

After registering, you will receive a confirmation email containing information about joining the meeting.

10. *For Online Bid Submission, the requirements and instructions to bidders for electronic submission and opening of bids is as follows:*

I. Requirements

- 1) Bidders please ensure that you have:
  - a. E-mail address and Zoom account (certified as official by bidder)
  - b. Accomplished the necessary bid documents and instructions, and are now going to submit your bids online
  - c. Accomplished Bid documents in PDF file format
  - d. A contemporary computer with Windows 8 or 10 software
  - e. An Internet connection

II. General Instructions:

- 1) Bid documents in single zipped file (encrypted, archived and password-protected), shall be submitted online via e-mail attachment to bac.upbaguio@up.edu.ph using the certified e-mail address of the bidders on or before the pre-set deadline for submission of bids

The e-mail message format shall include:

To: bac.upbaguio@up.edu.ph

Subject: UPB-BID-xxxxxxx – SUPPLIER NAME

- 2) Decryption password must be submitted in a separate e-mail message to bac.upbaguio@up.edu.ph upon request, during the bid opening conference via Zoom.

11. The *University of the Philippines Baguio* 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 Implementing Rules and Regulations (IRR) of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

12. For further information, please refer to:

*IRENE J. ENRIQUEZ*

*Supply and Property Management Office*

*Isabelo delos Reyes Building*

*UP Baguio*

*Governor Pack Road, Baguio City*

*Telefax. No. (074) 442 3484, (074) 446 9973, 0932 848 8630*

*email: bac.upbaguio@up.edu.ph*

*<http://www.bac.upb.edu.ph>*

13. You may visit the following websites:

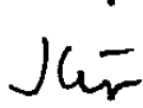
For downloading of Bidding Documents:

*[web.upb.edu.ph/bids-and-awards-committee-bac](http://web.upb.edu.ph/bids-and-awards-committee-bac)*

For online bid submission:

*email to: bac.upbaguio@up.edu.ph*

Date of Issue: 30 December 2020

  
**JESSICA K. CARINO**

Chair, BAC