



# UNIVERSITY OF THE PHILIPPINES BAGUIO

Governor Pack Road, Baguio City

## Invitation to Bid for Construction of Retaining Wall and Ramp at the College of Arts and Communication

### UPB-INFRA-2023-02A

1. The **University of the Philippines Baguio (UPB)**, through the **Special Appropriations**, intend to apply the sum of **One Million Five Hundred Seventy Thousand Seven Hundred Pesos Only (Php 1,570,700.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the **Construction of Retaining Wall and Ramp at the College of Arts and Communication**, with **Project Identification Number UPB-INFRA-2023-02A**. Bids received in excess of the ABC per lot shall be automatically rejected at bid opening.

Lot No.	Project Name	Approved Budget for the Contract (ABC)
1	Construction of retaining wall at the College of Arts and Communication	Php 920,700.00
2	Construction of ramp at the College of Arts and Communication	Php 650,000.00

2. The **University of the Philippines Baguio (UPB)** now invites for the above procurement project. Completion of works is required in **various calendar days as indicated in the table below per lot**. 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).

Lot No.	Project Name	Completion of Work
1	Construction of retaining wall at the College of Arts and Communication	Ninety-four (94) calendar days
2	Construction of ramp at the College of Arts and Communication	Sixty-two (62) calendar days

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 **University of the Philippines Baguio, Bids and Awards Committee Secretariat Office** and inspect the Bidding Documents at the address given in No. 7 **from Mondays to Fridays at 8:30 a.m. to 4:30 p.m.** excluding on holidays.

5. A complete set of Bidding Documents may be acquired by interested bidders starting **28 November 2023 (Tuesday)** from the given address and website in No. 7 and 13 of this section respectively and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **One Thousand Pesos (Php 1,000.00) per lot**. The Procuring Entity shall allow the bidder to present during bid submission its proof of payment for the fees **in person or through electronic means**.

One can make a personal payment at the University of the Philippines Baguio Cash Office or bank payment using the following details:

***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)**

*Issuance of the Official Receipt will be made at the UP Baguio Cash Office, Mondays to Fridays, 8:00 a.m. to 4:00 p.m. except on holidays. This must be presented upon acquiring a complete set of Bidding Documents at the Bids and Awards Committee Office.*

6. The **University of the Philippines Baguio** will hold a **Pre-Bid Conference<sup>1</sup>** on **05 December 2023 (Tuesday) 03:30 p.m.** at the **Chancellor's Board Room, University of the Philippines Baguio, Governor Pack Road, Baguio City** and/or through videoconferencing/webcasting via **Zoom**, which shall be open to prospective bidders.

*For those participating via Zoom conferencing, the link below is provided for advance registration. Only those who registered will be provided an invitation/ link for the scheduled Pre-Bid Conference.*

***[https://up-edu.zoom.us/meeting/register/tJ0pf-2tpjgpGdRbgOQ4j\\_vieKLzmOf-CYxI](https://up-edu.zoom.us/meeting/register/tJ0pf-2tpjgpGdRbgOQ4j_vieKLzmOf-CYxI)***

*Information about the meeting will be provided through an email after a successful online registration.*

7. A bid, properly sealed and signed, must be duly received by the BAC Secretariat through manual submission at the office address indicated below **on or before 19 December 2023 (Tuesday) at 1:00 p.m.** Late bids shall not be accepted.

*BAC Office*

*1st floor, Iskolar ng Bayan Building*

*UP Baguio*

*Governor Pack Road, Baguio City*

*email: [bac.upbaguio@up.edu.ph](mailto:bac.upbaguio@up.edu.ph)*

8. A bid must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 15.1.

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<sup>1</sup> May be deleted in case the ABC is less than One Million Pesos (Php 1,000,000) where the Procuring Entity may not hold a Pre-Bid Conference.

9. **Bid opening** shall be on **19 December 2023 (Tuesday) at 3:30 p.m.** at the **Chancellor's Board Room, 2nd floor, Iskolar ng Bayan Building, University of the Philippines Baguio, Governor Pack Road, Baguio City** and via **Zoom**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

*For those participating via Zoom conferencing, the link below is provided for advance registration. Only those who registered will be provided an invitation/ link for the scheduled Opening of Bids.*

***<https://up-edu.zoom.us/meeting/register/tJYpceiprD0tGtcHGStdTc4w9CCOj-arhLCq>***

*Information about the meeting will be provided through an email after a successful online registration.*

10. In accordance with GPPB Circular 06-2005, the University of the Philippines Baguio adopt the use of "draw lots" as a tie-breaking method in the event two or more of the bidders have been declared as having the Lowest Calculated and Responsive Bid (LCRB). Bidders shall read the bidding documents carefully and must comply with the requirements indicated. Failure to comply will lead to disqualification of the bid.

Bidders are encouraged to properly use labelling tabs and identify the documents submitted for ease of reference in the opening of bids.

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:

***Ruel C. Lestino***

*BAC Secretariat Head*

*UP Baguio*

*Governor Pack Road, Baguio City*

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

*email: [bac.upbaguio@up.edu.ph](mailto:bac.upbaguio@up.edu.ph)*

13. If one intends to download copies of the Bidding Documents, visit:

***<https://bac.upb.edu.ph/bid-opportunities/>***

Date of Issue: **28 November 2023, Tuesday**

SGD

**JOEL M. ADDAWE**

*Chairperson, Bids and Awards Committee*