

UNIVERSITY OF THE PHILIPPINES BAGUIO
Governor Pack Road, Baguio City

Invitation to Bid for
RENOVATION OF THE SCIENCE RESEARCH CENTER
ROOF DECK OF UP BAGUIO
(UPB-INFRA-2023-03)

1. The *University of the Philippines Baguio*, through the *General Appropriations Act* intends to apply the sum of **Two Million Two Hundred Eighty-One Thousand Seven Hundred Seventeen Pesos and Forty-Five Centavos Only (Php 2,281,717.45)** being the Approved Budget for the Contract (ABC) to payments under the contract for **Renovation of the Science Research Center Roof Deck of UP Baguio** with bid reference number **UPB-INFRA-2023-03**. 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 by **fifty (50) calendar days from receipt of Notice to Proceed (NTP)**. Bidders should have completed a contract, within **five (5) years** from the date of submission and receipt of bids, 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 *University of the Philippines Baguio* and inspect the Bidding Documents at the address given in No. 7 from **Mondays to Fridays at 8:00 a.m. to 4:30 p.m. except on holidays**.
5. A complete set of Bidding Documents may be acquired or downloaded by interested bidders on **28 November 2023 (Tuesday)** from 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 Three Thousand Pesos Only (Php 3,000.00)*. 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 UP 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 two (2) copies of the deposit slip)

Issuance of the Official Receipt will be made at the UP Baguio Cash Office from Mondays to Fridays at 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 Conference¹ on ***5 December 2023 (Tuesday) at 1:00 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 with an invitation link for the scheduled Pre-Bid Conference.

<https://up-edu.zoom.us/meeting/register/tJAvC-uhrijgrG9KUkNWNFuKEbA-2vzLJ-g3K>

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 as indicated below, on or before ***19 December 2023 (Tuesday) at 1:00 p.m.*** Late bids shall not be accepted.

***BAC Office
Iskolar ng Bayan Building
University of the Philippines Baguio
Governor Pack Road, Baguio City
Email: 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 14.
9. Bid opening shall be on ***19 December 2023 (Tuesday) at 1:30 p.m.*** at the ***Chancellor's Board Room, 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 with an invitation/link for the scheduled Opening of Bids.

<https://up-edu.zoom.us/meeting/register/tJEsc-CqpzooEtelCkNfg6RPriWuBCao00cH>

Information about the meeting will be provided on the confirmation email after 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

¹ May be deleted in case the ABC is less than One Million Pesos (PhP1,000,000) where the Procuring Entity may not hold a pre-bid conference.

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:

Mr. Ruel C. Lestino
Supply and Property Management Office
Isabelo delos Reyes Building
University of the Philippines Baguio
Governor Pack Road, Baguio City
Telefax no. (074) 442-3484, (074) 446-9973
Email: 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