



Republic of the Philippines
DEPARTMENT OF LABOR AND EMPLOYMENT
NATIONAL CONCILIATION AND MEDIATION BOARD
4th-6th Floors, Arcadia Building, 860 Quezon Avenue, Brgy. Paligsahan, Quezon City 1103
Tel Nos.: (02) 8332-4176 / 8332-4179 / 8332-4180/8256-5090
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INVITATION TO BID FOR THE SUPPLY AND DELIVERY OF VARIOUS ICT EQUIPMENT FOR THE NATIONAL CONCILIATION AND MEDIATION BOARD – CENTRAL OFFICE

1. The National Conciliation and Mediation Board (NCMB) through the Fiscal Year (FY) 2021 General Appropriations Act (GAA) intends to apply the sum of **Two Million One Hundred Ninety Thousand Pesos (P2,190,000.00)** being the Approved Budget for the Contract (ABC) to payment under the contract for the **Supply and Delivery of Various ICT Equipment**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The NCMB now invites bids for the **Supply and Delivery of Various ICT Equipment**. Delivery of the Goods/Services is required within one hundred twenty (120) calendar days upon receipt of Notice to Proceed. Bidders should have completed within three (3) years **prior to April 12, 2022** 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 (ITB).
3. Bidding will be conducted through open competitive bidding procedures using non-discretionary “pass/fail” criterion as specified in the Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184, otherwise, known as the “Government Procurement Reform Act.”
4. Interested bidders may obtain further information from the NCMB-Bids and Awards Committee and inspect the Bidding Documents at the given address during office hours from 8:00 a.m. to 5:00 p.m or through the Procuring Entity’s website.
5. A complete set of **Bidding Documents** may be purchased by interested Bidders from the given address and upon payment of a nonrefundable fee for the Bidding Documents in the amount of **Two Thousand Pesos (P2,000.00)**. It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided that Bidders shall pay the nonrefundable fee for the Bidding Documents not later than the submission of their bids.
6. The NCMB will hold a **Pre-bid Conference on March 29, 2022, 01:30 P.M. through Video Conferencing via Zoom** which shall be open to all interested parties. Interested bidders who wish to join may email ncmbprocurement@ncmb.gov.ph on or before **March 29, 2022, 01:00 P.M.** parties.

Meeting ID: 833 1339 8668
Passcode: 070674

7. **Bids must be delivered** to the given address **not later than 1:00 P.M., April 12, 2022.** All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 18.

Bid opening shall be **on April 12, 2022, 1:30 P.M. at the 4th Floor, NCMB Conference Room, 860 Arcadia Building, Quezon Avenue, Quezon City.** Bids will be opened in the presence of the Bidder's representative/s who choose to attend at the address above. Late bids shall not be accepted.

8. The NCMB reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.
9. For further information, please refer to:

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ATTY. RONDA T. DOCTOR-MALIMBAN
Director II
BAC Chairperson