



**INVITATION TO BID FOR THE SUPPLY AND DELIVERY OF TWO (2) UNITS  
HIGH-END BRANDED DESKTOP COMPUTER AND TWELVE (12) UNITS  
PREMIUM BRANDED DESKTOP COMPUTER FOR THE NATIONAL  
CONCILIATION AND MEDIATION BOARD – CENTRAL OFFICE**

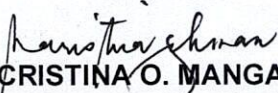
1. The National Conciliation and Mediation Board (NCMB) through the Fiscal Year (FY) 2022 General Appropriations Act (GAA) Continuing Appropriations Budget (R.A. 11639) intends to apply the sum of **One Million Four Hundred Forty Thousand Pesos (Php1,440,000.00)** being the Approved Budget for the Contract (ABC) to payment under the contract for the Supply and Delivery of Two (2) units High-End Desktop Computer and Twelve (12) units Premium Branded Desktop Computer. 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 Two (2) units High-End Branded Desktop Computer and Twelve (12) units Premium Branded Desktop Computer**. Delivery of the Goods/Services is required within sixty (60) calendar days upon receipt of Notice to Proceed. Bidders should have completed within three (3) years prior to July 25, 2023 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 **One Thousand Five Hundred Pesos (Php1,500.00)**. 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-bidding Conference on July 10, 2023, 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](mailto:ncmbprocurement@ncmb.gov.ph) on or before July 07, 2023, 05:00 P.M.



Meeting ID: **369 257 0091**  
Passcode: **NCMB0123**

7. Bids must be delivered at 6<sup>th</sup> Floor Arcadia Building, 860 Quezon Avenue, Quezon City not later than 1:00 P.M., July 25, 2023. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 18.
8. Bid opening shall be on July 25, 2023, 1:30 P.M. at the 4<sup>th</sup> 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.
9. 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.
10. For further information, please refer to:

Ms. Harold May B. Tayaoan  
BAC Secretariat  
National Conciliation and Mediation Board  
4<sup>th</sup>-6<sup>th</sup> Floor, Arcadia Building, 860 Quezon Avenue, Quezon City  
Telephone Number: (02) 8252-6262 local 729  
Email Address: [ncmbprocurement@ncmb.gov.ph](mailto:ncmbprocurement@ncmb.gov.ph)

  
**MARIA CRISTINA O. MANGALIMAN**  
Deputy Executive Director IV  
BAC Chairperson