



INVITATION TO BID

SUPPLY AND DELIVERY OF VARIOUS ICT EQUIPMENT AND ACCESSORIES

1. The National Conciliation and Mediation Board (NCMB), through the 2025 General Appropriations Act (GAA), intends to apply the sum of **Four Million One Hundred Seventy-Five Thousand Pesos (Php4,175,000.00)**, being the ABC, to payments under the contract for **Supply and Delivery of Various ICT Equipment and Accessories with identification number NCMB-CO-PB2025-01**. Bids received more than the ABC for each lot shall be automatically rejected at bid opening.

Lot No.	Item/Description	Approved Budget for the Contract per Lot	Price of Bidding Documents
Lot No. 1	Standard Desktop and Laptop (Branded)	Php3,400,000.00	Php3,000.00
Lot No. 2	High-End Desktop and Laptop (Branded)	Php360,000.00	Php500.00
Lot No. 3	Various ICT and Accessories	Php415,000.00	Php500.00
Total ABC		Php4,175,000.00	Php4,000.00 <i>When bidding on all lots</i>

2. The *NCMB* now invites bids for the above Procurement Project. Delivery of the Goods is required **within sixty (60) calendar days upon receipt of Notice to Proceed (NTP)**. Bidders should have completed a contract similar to the Project within *three (3) years* before the date of submission and receipt of bids. 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 a non-discretionary "*pass/fail*" criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
 - a. Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.

4. Prospective bidders may obtain further information from the NCMB and inspect the Bidding Documents at the address below during office hours, Monday through Friday, 8:00 AM to 5:00 PM.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **16 May 2025** from the given address and website(s) below. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person or through electronic means.
6. The NCMB-CO will hold a Pre-Bid Conference on **26 May 2025 at 9:30 AM** via videoconferencing (**Meeting ID: 870 6306 4726, Passcode: 2025ICT**), which shall be open to all prospective bidders.
7. The BAC Secretariat must duly receive **hard copies of bids (one original and two copies)** through manual submission at the **Administrative Division, 6th Floor, Arcadia Building, 860 Quezon Avenue, Quezon City, on or before 9 June 2025 at 9:30 AM**. Late bids shall not be accepted.
8. All Bids 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 **9 June 2025 at 10:30 AM, at the 5th Floor Conference Room, Arcadia Building, 860 Quezon Avenue, Quezon City**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The *NCMB* 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 IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

Ms. Harold May B. Tayaoan
BAC Secretariat
National Conciliation and Mediation Board
4th-6th Flr. Arcadia Building, 860 Quezon Avenue Quezon City
Tel. Nos. 8252-6262 Loc. 729
Email Address: ncmbprocurement@ncmb.gov.ph

12. You may visit the following websites:

For downloading the Bidding Documents: <https://ncmb.gov.ph/bids-and-awards>

16 May 2025


MARIA CRISTINA O. MANGALIMAN
BAC Chairperson