

## INVITATION TO BID

### PROCUREMENT OF THE ANNUAL SUBSCRIPTION OF BCDA EMAIL SYSTEM

- The **GOVERNMENT OF THE PHILIPPINES (GOP)** through **BASES CONVERSION AND DEVELOPMENT AUTHORITY (BCDA)** (hereinafter also referred to as the Procuring Entity), through 2021 BCDA's Corporate Operating Budget (for Lot 1) and through 2021 General Appropriations Act (GAA) (for Lot 2) intends to apply the following amounts being the Approved Budget for the Contract (ABC) for each lot:

Lot	Description	Qty	Total*
1	Coverage for BCDA domain bcda.gov.ph:  Google Workspace Business Starter Edition Google Workspace Business Standard Edition	250 Lic 100 Lic	Php1,650,000.00
2	Coverage for SCRIP subdomain scrp.bcda.gov.ph:  Google Workspace Business Starter Edition	50 Lic	Php 205,000.00
	<b>TOTAL</b>		<b>Php 1,855,000.00</b>

**\*inclusive of VAT** and all other applicable government taxes, fees, and charges. Bids received in excess of the Approved Budget for the Contract (ABC) for each lot shall be automatically rejected at bid opening.

- The BCDA now invites bids for the **Procurement of the Annual Subscription of BCDA Email System**. Delivery of the Goods is required on or before 07 September 2021 or upon the issuance of Notice of Award, whichever comes first. Bidders should have completed, within three (3) years (*July 2018 to July 2021*) from the date of submission and receipt of bids, 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.
- Bidding will be conducted through competitive bidding procedure using a non-discretionary "pass/fail" criterion as specified in the 2016 Revised Implementing Rules and Regulations (RIRR) of Republic Act (RA) 9184, otherwise known as the "Government Procurement Reform Act".

Bidding is limited 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 5183.

Interested bidders may obtain further information from BCDA and inspect the Bidding Documents at the address given below during business hours from 8:00 AM to 3:00 PM and/or at the BCDA website (<https://bcda.gov.ph/bids>).

A complete set of Bidding Documents may be acquired by interested Bidders from the address below starting **23 July 2021 up to 12 August 2021 from 8:00 AM to 3:00 PM** except Saturdays, Sundays and Holidays, and **until 9:00 AM on 13 August 2021**, upon payment of a non-refundable fee of Five Thousand pesos and 00/100 (**Php5,000.00**).

4. It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of BCDA ([www.bcda.gov.ph](http://www.bcda.gov.ph)), provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

BCDA will hold a Pre-Bid Conference (online coverage) on **30 July 2021 at 10:00 AM** at the 2<sup>nd</sup> Floor Bonifacio Technology Center, 31<sup>st</sup> St. cor. 2<sup>nd</sup> Avenue, Bonifacio Global City, Taguig City and via video conferencing which shall be open to prospective bidders. To be able to join the online pre-bid conference, a scanned written request shall be made/mailed to the BAC Secretariat.

5. Bids must be duly received by the BAC Secretariat at the address below on or before **13 August 2021 at 9:00 AM**. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause 18**.
6. Bid opening shall be on **13 August 2021 at 10:00 AM** at the 2/F Floor Bonifacio Technology Center, 31<sup>st</sup> St. cor. 2<sup>nd</sup> Avenue, Bonifacio Global City, Taguig City. Bids will be opened in the presence of the bidders' representatives who choose to attend the Bid Opening at the address below and at the same time, via video conferencing. An email invitation will be sent to bidders who purchased the bid documents.

Late bids shall not be accepted.

7. BCDA reserves the right to waive minor defects in forms and requirements as long as they do not affect the genuineness and authenticity of the documents submitted.
8. BCDA 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 Section 41 of


RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

For more information, please refer to:

Mr. Raul G. Buensalida (BAC Secretariat Head), 8575-1731, [rgbuensalida@bcda.gov.ph](mailto:rgbuensalida@bcda.gov.ph)

## **BIDS AND AWARDS COMMITTEE FOR GOODS**

By:

  
**JOSHUA M. BINGCAN**  
Chairperson  
*JMB*