



Republic of the Philippines
Department of Justice
PAROLE AND PROBATION ADMINISTRATION
DOJ Agencies Bldg., NIA Road, Diliman
Quezon City
☎ (02-927-00-04) <https://probation.gov.ph>

INVITATION TO BID FOR Supply, Delivery and Installation of The ICT Software Subscription for the Performance Monitoring and Evaluation Information System

1. The Parole and Probation Administration – Central Office, through the *authorized appropriations under the FY 2020 General Appropriations Act* intends to apply the sum of **Five Million Two Hundred Eighty-Three Thousand Seven Hundred Forty Pesos (Php 5,283,740.00)** being the ABC to payments under the contract for **Supply, Delivery and Installation of the ICT Software Subscription for the Performance Monitoring and Evaluation Information System with Public Bidding No. 2020-013**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
 - i. The Parole and Probation Administration – Central Office, through the *authorized appropriations under the FY 2020 General Appropriations Act* intends to apply the sum of **Five Million Two Hundred Eighty-Three Thousand Seven Hundred Forty Pesos (Php 5,283,740.00)** being the ABC to payments under the contract for **Supply, Delivery and Installation of the ICT Software Subscription for the Performance Monitoring and Evaluation Information System with Public Bidding No. 2020-013**. Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening.
2. The Parole and Probation Administration – Central Office 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.** Bidders should have completed, within **Two (2) years** from the date of submission and receipt of bids, a contract similar to any **IT Software or System Development 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 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 and inspect the Bidding Documents at the address given below during *office hours*.
5. A complete set of Bidding Documents may be acquired by interested Bidders on *November 17 to December 07, 2020* from the given address and website(s) below *and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Ten Thousand Pesos (Php10,000.00) in cash, non-refundable.*** The Procuring Entity shall allow the bidder to present its proof of payment for the fees *it will be presented in person*.

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 applicable fee for the Bidding Documents not later than the submission of their bids.

6. The *Parole and Probation Administration – Central Office* will hold a Pre-Bid Conference on **November 25, 2020; Wednesday; 10:00 AM** at *PPA Multi-purpose Hall 3rd Floor DOJ Agencies Bldg., NIA Road corner East Avenue Diliman Quezon City*, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, on or before *December 07, 2020; Monday, 09:30 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 *December 07, 2020; Monday; 10:00 AM* at the given address below *PPA Multi-purpose Hall 3rd Floor, DOJ Agencies Bldg., NIA Road corner East Avenue, Diliman Quezon City* and Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. *Other information for the schedule of procurement activities;*

Activities	Schedule/Date
Advertisement /Posting of Invitation to Bid	November 17 to December 07, 2020
Issuance and Availability of Bid Documents	November 17 to December 07, 2020
Pre-Bid Conference	November 25, 2020; Wednesday; 10:00 AM.
Request for Clarification ten (10) calendar days before deadline of submission of bids	November 27, 2020; Friday; 5:00 PM. (thru written or email with signature for clarification)
Issuance of Supplemental Bid Bulletin - seven (7) calendar days before deadline of submission of bids	November 30, 2020 Monday
Deadline of Submission of Bids	December 07, 2020; Monday; 09:30 AM
Opening of Bids	December 07, 2020; Monday; 10:00 AM

11. The *Parole and Probation Administration – Central Office* 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.

12. For further information, please refer to:

Parole and Probation Administration-Central Office BAC Secretariat
2nd Floor Administrative Division
DOJ Agencies Bldg., NIA Road corner East Avenue, Diliman, Quezon City
(02)8927-00-04 /Telefax (02) 8927-68-21
probation.genservices@gmail.com/
ppaproperty2016@gmail.com
https://probation.gov.ph

13. You may visit the following websites:

For downloading of Invitation to Bid: <https://probation.gov.ph/procurement/>

November 16, 2020



ATTY. REY DANIEL N. GONZAGA
PPA-CO BAC Chairperson