



INVITATION TO BID (IB)
(DOT-BAC IB No. 2019-033)

The Department of Tourism – Bids and Awards Committee (DOT-BAC), invites PhilGEPS registered service providers to bid for the hereunder project:

Name of Project:	2019 ANNUAL PHYSICAL EXAMINATION (APE) PROGRAM FOR DOT OFFICIALS AND EMPLOYEES
Brief description of the Project:	To uphold and promote employees' health and well-being to ensure maximum efficiency and productivity in the workplace
Approved Budget for the Contract:	Three Million Ninety Thousand Philippine Pesos (PhP3,090,000.00)
Contract Duration:	Two (2) months effective from the issuance of Notice to Proceed

Prospective bidders should have experience in undertaking a similar project within the last two (2) years with an amount of at least 50% of the proposed project for bidding. The Eligibility Check/Screening as well as the Preliminary Examination of Bids shall use non-discretionary "pass/fail" criteria. Post-qualification of the lowest calculated bid shall be conducted.

All particulars relative to Eligibility Check, Preliminary Examination of Bids, Bid Security, Performance Security, Pre-Bid Conference(s), Evaluation of Bids, Post-Qualification and Award of Contract shall be governed by the pertinent provisions of R.A. 9184 and its Implementing Rules and Regulations (IRR).

The complete schedule of activities is listed, as follows:

<i>Activities</i>	<i>Schedule</i>
1. Issuance and availability of Bidding Documents	November 13 to December 2, 2019 (8:00 a.m. to 5:00 p.m.) December 3, 2019 (until 9:00 a.m. only) 4 th Floor, DOT Building, No. 351 Sen. Gil Puyat Ave., Makati City
2. Pre-bid Conference	November 20, 2019 (10:30 a.m.) 4th Floor Conference Room, DOT Building, No. 351 Sen. Gil Puyat Ave., Makati City
3. Deadline for Request for Clarification	Until November 22, 2019
4. Issuance of Supplemental / Bid Bulletin	On or before November 26, 2019
5. Deadline of Submission and Receipt of Bids	on or before December 3, 2019 (until 9:00 a.m.) 4 th Floor, DOT Building, No. 351 Sen. Gil Puyat Ave., Makati City
6. Opening of Bids / Eligibility Check	December 3, 2019 (10:30 a.m.) 4th Floor Conference Room, DOT Building, No. 351 Sen. Gil Puyat Ave., Makati City

Bidding Documents may be obtained at the DOT-BAC Secretariat, c/o Ms. Maria Alma O. Almazan., at the 4th Floor, DOT Building, No. 351 Sen. Gil Puyat Ave., Makati City (Tel. Nos. 8-459-5200 to 30 loc. 425) upon payment of non-refundable fee of **FIVE THOUSAND PHILIPPINE PESOS (PhP5,000.00)** to the DOT Cashier, Ground Floor, DOT Building, No. 351 Sen. Gil Puyat Ave., Makati City.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Philippine Department of Tourism,

provided that Bidders shall pay the non-refundable fee for the Bidding Documents not later than the submission of their bids.

Bids shall be submitted in sealed envelopes labeled Technical Envelope and Financial Envelope addressed to the undersigned.

The DOT reserves the right to reject any and all bids, declare a failure of bidding at any time prior to the contract award, or not to award the contract, without thereby incurring any liability, and make no assurance that a contract shall be entered into as a result of the bidding. Likewise, the DOT may waive any minor defect therein and accept the offer most advantageous to the government. Further, the DOT assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of the bid.

Approved by:



ASEC. ROBERTO P. ALABADO III
DOT-BAC Chairperson

Date of Postings:

PhilGEPS website: November 13 to December 3, 2019

DOT website: November 13 to December 3, 2019

DOT Bulletin Board: November 13 to December 3, 2019