



## INVITATION TO BID FOR **PROCUREMENT OF MOTOR VEHICLES**

- The **Insurance Commission**, through the **Government of the Philippines (GOP)** under **2024 Special Account in the General Fund (SAGF) 151** and as per Authority to Purchase Motor Vehicle (APMV) No. BMB-A-23-0015 intends to apply the sum of **Four Million Seven Hundred Thousand Pesos (P 4,700,000.00), inclusive of 12% VAT**, being the Approved Budget for the Contract (ABC) to payments under the contract for the **Procurement of Motor Vehicles with Project Reference No. 2024-01-015**, with the following particulars:

Lot No.	Quantity	Description <sup>1</sup>	Total ABC
Lot 1	1	Passenger Van	Php 1,900,000.00
Lot 2	1	Sports Utility Vehicle	Php 2,800,000.00
<b>Total</b>			<b>Php 4,700,000.00</b>

Bids received more than the ABC for each lot, and late bids shall be automatically rejected at bid opening.

- The *Insurance Commission* (hereinafter referred to as “IC”) now invites bids for each of the above-enumerated lots on the **Procurement of Motor Vehicles**. Delivery of the lot is required **One Hundred Twenty (120) days after the receipt by winning bidder of the Notice to Proceed (NTP)**. Bidders should have completed, within *the past five years (5)* 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 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.

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.

<sup>1</sup> Refer to Section VII of herein Bidding Documents for the detailed Technical Specifications.

4. Prospective Bidders may obtain further information from *IC-BAC Secretariat* and inspect the Bidding Documents at the address given below during *9:00 A.M. to 4:00 P.M., Monday to Friday, except holidays.*
5. A complete set of Bidding Documents may be acquired by interested Bidders beginning on **02 May 2024** from the given address and at the IC website ([insurance.gov.ph/category/bid-docs/](https://www.insurance.gov.ph/category/bid-docs/)) and upon payment of the applicable fee for the following Bidding Documents, pursuant to the latest Guidelines issued by the GPPB:

Lot 1 – Two Thousand Five Hundred Pesos (Php 2,500.00)

Lot 2 – Two Thousand Five Hundred Pesos (Php 2,500.00)

The Procuring Entity shall allow the bidder to present its proof of payment for the fees through electronic means.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the IC website (<https://www.insurance.gov.ph/category/bid-docs/>), provided that Bidders shall pay the non-refundable fee for the Bidding Documents not later than the submission of their bids.

6. The *Insurance Commission* will hold a Pre-Bid Conference on **14 May 2024 at 2:00 PM** at the **IC Function Room, Insurance Commission, 1071 United Nations Avenue, Ermita, Manila**, which shall be open to prospective bidders.

Interested bidders may send their request to participate in the Pre-Bid Conference through e-mail. Participating bidders shall only be allowed two (2) representatives to the Pre-Bid Conference. Kindly indicate the company name, full name, designation, and e-mail addresses of the company representatives and send the request to [bacsec@insurance.gov.ph](mailto:bacsec@insurance.gov.ph).

7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, on or before **30 May 2024, 12:00NN**. 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 **30 May 2024, 2:00PM** at the **IC Function Room, Insurance Commission, 1071 United Nations Avenue, Ermita, Manila** in accordance with Section 29 of the revised IRR of RA No. 9184. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity. Participating bidders shall only be allowed two (2) representatives to the Bid Opening. Late bids shall not be accepted.
10. Each Bidder shall submit one (1) original and two (2) copies of the First and Second components of its bids: A three-envelope system.

11. The **Insurance Commission** 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:

**MR. ARTURO S. TRINIDAD II**

BAC Chairperson

Insurance Commission

1071 United Nations Avenue, Ermita, Manila

8523-8461 local 107

Email address: [bacsec@insurance.gov.ph](mailto:bacsec@insurance.gov.ph)

13. You may visit the following websites:

For downloading of Bidding Documents: <https://www.insurance.gov.ph/public-bidding/>

[ Original Signed ]

**ARTURO S. TRINIDAD II**

BAC Chairperson