

**Office of the President  
of the Philippines  
Malacañang**

**BIDS AND AWARDS COMMITTEE**

**INVITATION TO BID**

**One (1) Lot Vehicle Rental with Services for Various Official Engagements (Within and Outside Metro Manila) for CY 2022 with Purchase Request Number 21-07-0062 dated 22 July 2021**

1. The **Office of the President**, through the **General Appropriations Act (GAA) FY 2022** intends to apply the sum of **₱51,725,320.00** being the ABC to payments under the contract for **One (1) Lot Vehicle Rental with Services for Various Official Engagements (Within and Outside Metro Manila) for CY 2022 with Purchase Request Number 21-07-0062 dated 22 July 2021**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

The **Office of the President**, using a **single-year** for a duration of one (1) year Framework Agreement, through the **General Appropriations Act (GAA) FY 2022** intends to apply the sum of **₱51,725,320.00 with Purchase Request Number 21-07-0062** being the ABC to payments under the contract for each item. Bids received in excess of the total cost per item shall be automatically rejected.

2. The **Office of the President** now invites bids for **One (1) Lot Vehicle Rental with Services for Various Official Engagements (Within and Outside Metro Manila) for CY 2022** for **CY 2022**. Delivery of the Goods is required within **ten (10) days after end user has placed the order**. Bidders should have completed, within the **last three (3) years** from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in Section II (Instructions to Bidders) of the Bidding Documents.
3. The summary of the bidding activities is as follows:

Advertisement/Posting of Invitation to Bid	22 December 2021
Issuance and Availability of Bid Documents	22 December 2021
Pre-Bid Conference	06 January 2022
Last day of Submission of Written Clarification	10 January 2022
Last day of Issuance of Bid Bulletin	13 January 2022
Deadline of Submission	20 January 2022
Opening of Bids	20 January 2022

4. Bidding will be conducted through open competitive bidding procedures using 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 open to all interested bidders, whether local or foreign, subject to the conditions for eligibility provided in the 2016 Revised IRR of RA No. 9184.
5. Interested bidders may obtain further information from **Office of the President** and inspect the Bidding Documents at the address given below from **8:00 AM TO 5:00 PM**.

6. A complete set of Bidding Documents may be acquired by interested bidders from **December 22, 2021 to January 19, 2022 from 8:00 AM to 12:00 NN and from 1:00 PM to 5:00 PM, Monday to Friday, and up to 9:00 AM of January 20, 2022** at 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 **Fifty Thousand Pesos (P50,000.00)**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees **in person at the address given below**.
7. The **Office of the President** will hold a Pre-Bid Conference on **January 06, 2022, Thursday at 2:00 PM** at the address given below and/or through video conferencing/webcasting via **Zoom meeting**, which shall be open to prospective bidders.

The BAC Meeting, including its Pre-bid Conference, will be conducted virtually (e.g. via Zoom) in accordance with the health protocols during COVID-19 pandemic. For observance and participation of the bidders, please send an email request to the BAC Secretariat at [opbacsec@malacanang.gov.ph](mailto:opbacsec@malacanang.gov.ph) for the internet link of the said Pre-bid Conference before its scheduled date. The internet link will be sent via email not earlier than 30 minutes before the start of the BAC Meeting. In the event the bidders opt to stay in the Mabini Hall Building, the BAC Secretariat can still accommodate by providing available room for virtual observance and participation.

8. Bids must be duly received by the BAC Secretariat through **manual submission or in person at the address given below** on or before **January 20, 2022, Thursday at 10:00 AM**. **Late bids shall not be accepted**.
9. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
10. Bid opening shall be on **January 20, 2022, Thursday at 10:05 AM** at the given address below and/or through videoconferencing/webcasting via **Zoom meeting**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

The BAC Meeting, including its Pre-bid Conference, will be conducted virtually (e.g. via Zoom) in accordance with the health protocols during COVID-19 pandemic. For observance and participation of the bidders, please send an email request to the BAC Secretariat at [opbacsec@malacanang.gov.ph](mailto:opbacsec@malacanang.gov.ph) for the internet link of the said Opening of Bids before its scheduled date. The internet link will be sent via email not earlier than 30 minutes before the start of the BAC Meeting. In the event the bidders opt to stay in the Mabini Hall Building, the BAC Secretariat can still accommodate by providing available room for virtual observance and participation.

11. The **Office of the President** 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 Implementing Rules and Regulations (IRR) of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
12. For further information, please refer to:

**Gen Anderson G. Tanhueco**  
**PSO III**  
**BAC Secretariat**  
**1005, BAC Secretariat Office, Room 123,**  
**1<sup>st</sup> Floor Mezzanine, Mabini Hall Bldg.,**  
**J.P. Laurel St., San Miguel, Malacañang,**  
**Manila, Metro Manila**  
[opbacsec@malacanang.gov.ph](mailto:opbacsec@malacanang.gov.ph)  
**(02) 8249-8310 loc 8297**

13. You may visit the following websites:

**[op-proper.gov.ph](http://op-proper.gov.ph)**

For viewing/downloading of Bidding Documents, please scan the QR Code using your camera or Google Lens App:



**December 22, 2021**

  
**Atty. RYAN ALVIN R. ACOSTA**  
Chairman, Bids and Awards Committee


**Office of the President  
of the Philippines  
Malacañang**

**BIDS AND AWARDS COMMITTEE**

December 22, 2021

**CERTIFICATION**

This is to certify that the attached Invitation To Bid (ITB) for bidding of the OP Project - **One (1) Lot Vehicle Rental with Services for Various Official Engagements (Within and Outside Metro Manila) for CY 2022 with Purchase Request Number 21-07-0062 dated 22 July 2021** is subject for posting thru the PhilGEPS, OP website, and three (3) conspicuous places within the vicinity of the Malacañan Complex (e.g Mabini Hall; Presidential Complaint Center Bldg. at Bahay Ugnayan, JP Laurel Street., Motorpool Bldg. at P.Casal Street) from December 22, 2021 to January 20, 2021.

  
**DIR. FLORENCE JUNE D. BANTUGAN**  
Head, BAC Secretariat