



**PROJECT : SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF LABORATORY EQUIPMENT**

**LOCATION:** DOST Compound, Gen. Santos Ave., Bicutan, Taguig City

**OWNER :** Industrial Technology Development Institute (ITDI)

**SUBJECT :** BID BULLETIN NO. 1

**Date :** September 9, 2021

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This Bid Bulletin No. 1 is being issued to Bidders for their information and guidance in the preparation of their bids and shall be taken into consideration in their proposal. This bid bulletin will form part of the contract for this project.

**1. Governing Rules:**

Bidding and contract award for the above project shall be governed by the Revised Implementing Rules and Regulations of RA 9184 and the Philippine Bidding Documents (PBD), Fifth Edition, October 2016. Any discrepancy between the General Conditions and RA 9184, R.A 9184 shall prevail.

**2. Marking and Sealing of Bids**

- a. Contents of sealed envelope marked "**ORIGINAL BID**"  
Sealed Envelope 1 marked "**Original – Eligibility & Technical Proposal**"  
Sealed Envelope 2 marked "**Original – Financial Proposal**"
- b. Contents of sealed envelope marked "**COPY NO. 1**"  
Sealed Envelope 1 marked "**Copy No. 1 – Eligibility & Technical Proposal**"  
Sealed Envelope 2 marked "**Copy No. 1 – Financial Proposal**"
- c. Contents of sealed envelope marked "**COPY NO. 2**"  
Sealed Envelope 1 marked "**Copy No. 2 – Eligibility & Technical Proposal**"  
Sealed Envelope 2 marked "**Copy No. 2 – Financial Proposal**"
- d. The sealed outer envelopes marked "**ORIGINAL BID**", "**COPY NO. 1**" and "**COPY NO. 2**" shall be enclosed in **one single envelope/package**.
- e. All envelopes shall contain the following:

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**PROJECT: (NAME OF THE PROJECT)**

(NAME AND ADDRESS OF BIDDER IN CAPITAL LETTER)

**TO: THE INDUSTRIAL TECHNOLOGY DEVELOPMENT INSTITUTE (ITDI)**

**DR. JANET F. QUIZON**  
**ITDI-BAC CHAIRPERSON**  
**Metrology Building, DOST Compound**  
**Bicutan, Taguig City**

**DO NOT OPEN BEFORE: Scheduled date & time of opening of bids**

**3. Items to be considered in the preparation of Bid**

**3.1 Bid Proposal** shall be in Philippine currency.

**3.2** The bid shall be signed on each and every page by the duly authorized signatory of the bidder. Items with erasures on the bid should bear the initials of the authorized signatory.

**3.3** Bidders shall submit a Bid Securing Declaration or at least one (1) other Bid Security, the amount of which shall not be less than the percentage of the ABC in accordance with the following schedule:

Forms of bid Security	Amount of Bid Security (Not less than to Percentage of the ABC)
a) Cash or Cashier's/manager's check issued by a Universal or Commercial Bank	Two percent (2%)
b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank	
c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security	Five percent (5%)

**3.4** Bid bonds should be posted in favor of Industrial Technology Development Institute. If other than GSIS, the bid bond should be accompanied with certificate of accreditation from the Insurance Commission. Bid bonds should be submitted

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with original receipts of payments. Bid security shall be Callable on Demand with a validity period of 120 calendar days.

- 3.5 To guarantee the faithful performance by the winning bidder of its obligations under the contract, it shall post performance security taken from the categories below the amount of which shall be not be less than the percentage of the total contract price in accordance with the following schedule:

Forms of Performance Security	Amount of Performance Security Not less than the Percentage of the Total Contract Price)
a) Cash or Cashier's/manager's check issued by a Universal or Commercial Bank b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank	Goods and Consulting Services - Five Percent (5%)
c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security	Thirty percent (30%)

#### 4. Submission of Bids – *September 20, 2021, 8:30 A.M. – 9:00 A.M.*

##### **Late bids shall not be accepted**

- 1 lot – Converting Machine for Bioplastic Film/Sheet (Pilot Scale)
- 1 lot – Automatic Coating Machine

##### ➤ **Opening of Bids –*September 20, 2021, 9:01 A.M.***

- 1 lot – Converting Machine for Bioplastic Film/Sheet (Pilot Scale)
- 1 lot – Automatic Coating Machine

##### **Late bids shall not be accepted**

#### 5. Questions/clarifications not raised during Pre-bid conference

- 5.1 Questions/clarifications should be made in writing, addressed to the BAC Chair.
- 5.2 In the written query, company name and the project name should be indicated.
- 5.3 Additional bid bulletin, if any, will be issued regarding the matter.

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Membership:



Republic of the Philippines  
Department of Science and Technology  
**INDUSTRIAL TECHNOLOGY DEVELOPMENT INSTITUTE**  
DOST Compound, General Santos Ave., Bicutan, Taguig City  
Tel. Nos.: 8837-2071 to 82 (DOST Trunklines)  
Telefax No.: 8837-3167 / 8837-6150  
www.itdi.dost.gov.ph



Minutes of the Meeting is available upon request

## 6. Technical Specification:

### 1 lot – Converting Machine for Bioplastic Film/Sheet (Pilot Scale)

– Delivery Terms 120 days

### 1 lot – Automatic Coating Machine

– Delivery Terms 90 days

Issued by:

  
**DR. JANET F. QUIZON**  
BAC Chairperson

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Membership:

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ASEAN Consultative Committee for Standards & Quality - Rubber-Based Product Working Group | ASEAN Rubber Testing Laboratory Committee | Asia Nano Forum (ANF) | Asia-Pacific Food Analysis Network (APFAN) | Asia Packaging Network (APN) | Asia Pacific Legal Metrology Forum (APLMF) | Asia Pacific Metrology Programme (APMP) | General Conference on Weights and Measures (CGPM) | ISTA Global and Asia Pacific | International Association of Packaging Research Institutes (IAPRI)