



REPUBLIC OF THE PHILIPPINES
SENATE ELECTORAL TRIBUNAL

INVITATION TO BID

for

The Renovation of the Electrical System of the Senate Electoral Tribunal Offices (Rooms 101 & 102 and the Left Wing of the Electoral Tribunals Building)

1. The Senate Electoral Tribunal (SET), through the Agency's 2015 Current Appropriations, intends to apply the sum of Six Million Nine Hundred Twenty Nine Thousand Two Hundred Seven and 16/100 Pesos (Php 6,929,207.16), being the Approved Budget for the Contract (ABC), to payments for the Renovation of the Electrical System of the Senate Electoral Tribunal Offices (Rooms 101 & 102 and the Left Wing of the Electoral Tribunals Building). Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The Senate Electoral Tribunal now invites bids for the Renovation of the Electrical System of the Senate Electoral Tribunal Offices (Rooms 101 & 102 and the Left Wing of the Electoral Tribunals Building). Completion of the works required is One Hundred Twenty (120) calendar days from receipt of the Notice to Proceed. Bidders should have completed, within ten (10) years from the date of submission and receipt of bids, contracts similar to the 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 an open competitive bidding procedure using non-discretionary pass/fail criterion as specified in the Implementing Rules and Regulations (IRR) of Republic Act 9184 (RA 9184), otherwise known as the "Government Procurement Reform Act".

Bidding is restricted to Filipino citizens/sole proprietorships, or to partnerships and organizations with at least seventy five percent (75%) interest or outstanding capital stock belonging to citizens of the Philippines.

4. Interested bidders may obtain further information from the SET Bids and Awards Committee and inspect the Bidding Documents at the address given below from 7:30 a.m. to 5:00 p.m., Monday to Thursday.
5. A complete set of Bidding Documents may be purchased by interested Bidders from the address below and upon payment of a nonrefundable fee for the Bidding Documents in the amount of Ten Thousand Pesos (Php 10,000.00).

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 fee for the Bidding Documents prior to the submission of their bids.

6. The Senate Electoral Tribunal will hold a Pre-Bid Conference on 11 November 2015, 10:00 A.M. at the SET Conference Room, Room 101, Electoral Tribunals Building, COA Compound, Batasan Road, Batasan Hills, Quezon City which shall be opened only to parties who have purchased Bid Documents.
7. Bids must be delivered to the address below on or before the deadline for the submission of bids. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 18.

Bids will be opened in the presence of bidders' representatives who choose to attend the activity at the address below. Late bids shall not be accepted.


8. The complete Schedule of Activities follows:

ACTIVITIES		SCHEDULE		
		DATE	TIME	PLACE
1	Invitation to bid/Advertisement	15 October 2015 to 22 October 2015		<ul style="list-style-type: none"> • in a Newspaper of general circulation(October 16, 2015) • at various conspicuous places in the vicinity of the Electoral Tribunals Building • at the PhilGEPS and SET Website
2	Issuance of Bid Documents	15 October 2015 to 22 November 2015	7:30a.m. to 5:30p.m. (Monday to Thursday)	Room 207, PPMS, SET
3	Pre-bid Conference	11 November 2015	10:00 a.m.	SET Conference Room
4	Deadline of Clarification/Query	18 November 2015	5:00 p.m.	ppms@set.gov.ph
5	Deadline of Issuance of Supplemental Bid Bulletins	20 November 2015	11:00 a.m.	Through e-mail, fax or letter
6	Deadline of Submission of Bids	23 November 2015	09:45 a.m.	Room 207, PPMS, SET
7	Opening of Eligibility & Technical Envelope	23 November 2015	10:00 a.m.	SET Conference Room
8	Opening of Financial Envelope			SET Conference Room

ACTIVITIES		SCHEDULE		
		DATE	TIME	PLACE
9	Bid-Evaluation & Ranking	24 November 2015 to 25 November 2015	7:30a.m. to 5:30p.m.	SET Conference Room
10	Post-qualification	26 November 2015 to 28 November 2015	7:30a.m. to 5:30p.m.	SET Conference Room
11	Submission of recommendation to SET Chairperson	29 November 2015 to 03 December 2015	7:30a.m. to 5:30p.m.	Supreme Court of the Philippines
12	Notice of Award	04 December 2015 to 09 December 2015	7:30a.m. to 5:30p.m.	Room 207, PPMS, SET
13	Contract Signing	10 December 2015 to 15 December 2015	7:30a.m. to 5:30p.m.	Room 207, PPMS, SET
14	Issuance of Notice to Proceed (NTP)	16 December 2015 to 17 December 2015	7:30a.m. to 5:30p.m.	Room 207, PPMS, SET

9. The SET assumes no responsibility to compensate or indemnify Bidders for any expenses incurred in the preparation of their bid.
10. The Senate Electoral Tribunal reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

ATTY. FE G. GONZAGA
 Senate Electoral Tribunal
 Room 207 Procurement and Property Mgt. Service
 Electoral Tribunals Building, COA Compound,
 Batasan Road, Batasan Hills, Quezon City
 Tel No.: (02) 931 77 42, Tele fax: (02) 931 76 13
 Email Add: ppms@set.gov.ph
 Website: www.set.gov.ph


 ATTY. IRENE R. GUEVARRA
 Secretary, Senate Electoral Tribunal
 Chairperson, SET Bids and Awards Committee