Republic of the Philippines

PHILIPPINE ECONOMIC ZONE AUTHORITY

INVITATION TO BID

SUPPLY AND DELIVERY OF CHRISTMAS GIFT BASKETS / BAGS FOR CEZ AND CLUSTER 1

(CEZITB 2024-11-011)

1. The PHILIPPINE ECONOMIC ZONE AUTHORITY-CAVITE ECONOMIC ZONE (PEZA-CEZ), through the Corporate Operating Budget for CY 2024 intends to apply the sum of **Pesos: One Million Five Hundred Thirty Thousand Only (₱1,530,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for "**SUPPLY AND DELIVERY OF CHRISTMAS GIFT BASKETS / BAGS FOR CEZ AND CLUSTER 1" CEZITB 2024-11-011**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

2. The PEZA-CEZ now invites bids for the above Procurement Project. Delivery of the goods and services is required for a period of seven (7) days. Bidders should have completed, within ***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 the Bidding Documents, particularly, in Section II (Instructions to Bidders).

3. 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.

4. Prospective Bidders may obtain further information from CEZ-BAC Secretariat and inspect the Bidding Documents at the address given below from **Monday to Friday from 8:00 a.m. to 5:00 p.m.**

5. A complete set of Bidding Documents may be acquired by interested Bidders on **11 November 2024** from 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 **Five Thousand Pesos Only (₱5,000.00)**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person.

   Interested bidders shall send an email at **cezbac@peza.gov.ph** for the issuance of an order of payment. All PEZA transactions and fees can only be paid through **https://epay.peza.gov.ph**.

6. The PEZA-CEZ will hold a **Pre-Bid Conference** on **November 20, 2024, 10:00am**, at 2nd Floor, New Administration Building, Cavite Economic Zone, Rosario, Cavite, and/or through videoconferencing/webcasting via Microsoft Teams, which shall be open to prospective bidders. T*he BAC Secretariat shall email invite/meeting ID and password* ***to those who signify their intent via email below one day before the scheduled pre-bid conference.***

7. Bids must be duly received by the BAC Secretariat through **manual submission** at the office address indicated below, on or before **2:00pm, 2 December 2024**. 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 **2 December 2024, 2:30pm** at the given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

10. In any case the above date is declared a special non-working holiday, it will automatically be reset on the next working day.

11. The PEZA-CEZ reserves the right to reject any and all bids, annul the bidding process, 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:

Secretariat, CEZ-Bids and Awards Committee
Phil. Economic Zone Authority-Cavite Economic Zone
2/F New Administration Bldg., CEZ, Rosario, Cavite
Tel. Nos. (046) 4376146 / 4376070
Tel./Fax No. (046) 437-6090
Email: cezbac@peza.gov.ph

13. You may visit the following websites:

For downloading of Bidding Documents:
1. PEZA Website (https://www.peza.gov.ph/bid-opportunities); or
2. Philgeps Website

6 November 2024

Ms. JESSICA M. ITAAS
Chairperson, CEZ-BAC