



The Government of Republic of the Philippines
PHILIPPINE COUNCIL FOR HEALTH RESEARCH & DEVELOPMENT
General Santos Ave., Bicutan, Taguig City

INVITATION TO BID
FOR THE
Procurement of Third-Party Workforce Service Provider
(Outsourcing of Workforce Services for Year 2025)

1. The **Department of Science and Technology – Philippine Council for Health Research and Development (DOST-PCHRD)**, through the **National Expenditure Program 2025 (NEP 2025)** intends to apply the sum of **Twenty-Seven Million Four Hundred Thousand Pesos (PhP 27,400,000.00)** being the ABC to payments under the contract for **Procurement of Third-Party Workforce Service Provider (Outsourcing of Workforce Services for Year 2025) / PCHRD – PB – 2024 – 05 (EPA)**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **DOST-PCHRD** now invites bids for the above Procurement Project. Delivery of the Goods / Services is required by **First Day of January 2025 with one-year contract**. Bidders should have completed, within **five (5) 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 **DOST-PCHRD** and inspect the Bidding Documents at the address given below during **8:00 AM to 4:00 PM**.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **November 21, 2024 – December 11, 2024 from 8:00 AM to 4:00 PM except Saturdays, Sundays and Holidays, and until 9:30 AM on December 11, 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 **Twenty Five Thousand Pesos (PhP 25,000.00)**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person, by facsimile, or through electronic means.

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 applicable fee for the Bidding Documents not later than the submission of their bids.

6. The **DOST-PCHRD** will hold a Pre-Bid Conference on **November 29, 2024 (Friday) at 10:30AM** through video conferencing or webcasting via **Zoom Cloud Meetings**, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through both manual submission at the office address indicated below and online or electronic submission to the email address as indicated below, on or before **December 11, 2024 (Wednesday) 10:00AM**. 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 **December 11, 2024 (Wednesday) 10:30AM**. Opening of bids is through video conferencing or webcasting **via Zoom Cloud Meetings**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The **Department of Science and Technology – Philippine Council for Health Research and Development (DOST-PCHRD)** 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.
11. For further information, please refer to:

Mr. Cirio D. Pangan Jr.
Secretariat, Bids and Awards Committee
Philippine Council for Health Research and Development
PCHRD Saliksik Building, Sikap Street,
DOST Main Compound, Gen. Santos Ave., Bicutan, Taguig City
Email: procurement@pchr.dost.gov.ph
Tel. No.: 8837-2931 loc. 506

12. You may visit the following websites:

For downloading of Bidding Documents:

https://www.pchr.dost.gov.ph/bid_opportunities/

20 November 2024

(sgd.)

MARIA VIOLETA G. INTIA
Chairperson, Bids and Awards Committee