

Bid Data Sheet

ITB Clause	
1.1	<p>The Procuring Entity is the</p> <p style="text-align: center;"><i>NATIONAL INTELLIGENCE COORDINATING AGENCY (NICA)</i></p> <p>The name of the Contract is:</p> <p style="text-align: center;"><i>RENTAL OF SEVENTEEN (17) UNITS COPYING MACHINE</i></p>
1.2	<p>The lot and reference is:</p> <p style="text-align: center;"><i>Rental of Seventeen (17) Units Copying Machine with the following specifications:</i></p> <p>Continuous copy speed: Minimum 45 ppm (pages per minute) Printing resolution: At least 600 x 600 dpi Scanning resolution: At least 600 x 600 dpi Print resolution: 1,200 dpi Copying resolution: Up to 1,200 dpi x 1,200 dpi Copy Selector: 1-999 copies Paper drawers/trays: 4 trays (plus 1 bypass tray) Paper capacity: 500 sheets for each tray (100 sheets for bypass tray)</p> <p>Reduce/Enlarge: 25% to 400% Paper sizes: A3, A4, A5, legal and letter size Connectivity/Network: Windows 10, Operating System: Windows Server 2016 Scan File Formats: TIFF and PDF only (12 units) TIFF, JPEG & Searchable PDF (5 units)</p> <p>Added Features: Automatic back-to-back copy/print Reversible automatic document feeder Password capability Electronic sorting and collating Capable as network printer and scanner Regular preventive maintenance support Standard 220 V, 60 Hz Provision for replacement of defective units or back-up unit during machine downtime Users training and simple troubleshooting Contract Term – 1 year</p>
2.	<p>The Funding Source is:</p> <p style="text-align: center;"><i>The Government of the Philippines (GOP) through Republic Act 11260 or the General Appropriations Act for Fiscal Year 2019 in the amount of One Million Fifty Thousand Pesos (P1,050,000.00).</i></p> <p>The name of the Project is:</p> <p style="text-align: center;"><i>RENTAL OF SEVENTEEN (17) UNITS COPYING MACHINE</i></p>
3.1	<p><i>No further instructions.</i></p>
5.1	<p><i>No further instructions.</i></p>



5.2	<i>None of the circumstances mentioned in the Instructions to Bidders (ITB) Clause exists in this Project.</i>
5.4	<i>The Bidder must have completed, within the period specified in the Invitation to Bid and ITB Clause 12.1 (a) (ii), a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC.</i>
7	<i>No further instructions.</i>
8.1	<i>Subcontracting is not allowed.</i>
8.2	<i>Not applicable.</i>
9.1	<i>The Procuring Entity will hold a Pre-Bid Conference for this project on 28 August 2019, 10:00AM at the Atrium, NIC Bldg., NICA Compound, No. 5 V. Luna Road, Brgy. Pinyahan, Diliman, Quezon City.</i>
10.1	The Procuring Entity's address is: <i>No. 5 V. Luna Rd., Brgy. Pinyahan, Diliman, Quezon City</i> Contact Persons: <i>Ms. Ruby Anne M. Escandor</i> <i>BAC Secretariat</i> Telephone Numbers: <i>927-4245 local 2300; 925-3019 (Fax No.)</i>
12.1(a)	<i>No further instructions.</i>
12.1(a) (ii)	<i>The bidder's SLCC similar to the contract to be bid should have been completed within three (3) years prior to the deadline for the submission and receipt of bids.</i>
13.1	<i>No additional requirements.</i>
13.1(b)	<i>No further instructions.</i>
13.1(c)	<i>No additional requirements.</i>
13.2	<i>The ABC is P1,050,000.00. Any bid with a financial component exceeding this amount shall not be accepted.</i> <i>Participating bidders shall submit their respective bids/bid price based on the standard volume of 1,407,000 copies for the one year contract period.</i>
15.4(a)(iv)	<i>Other conditions/incidental services:</i> <i>Free delivery at No.5 V.Luna Rd., Brgy.Pinyahan, Diliman, Quezon City.</i>
15.4(b)	<i>Not applicable.</i>
16.1(b)	<i>The Bid price shall be quoted in Philippine pesos.</i>
16.3	<i>Payment shall be made in Philippine pesos.</i>
17.1	<i>Bids shall remain valid for one hundred twenty (120) calendar days from the date of the opening of bids.</i>

18.1	<p>The bid security shall be in the following amount:</p> <ol style="list-style-type: none"> 1. <i>Notarized Bid Security Declaration; or</i> 2. <i>The amount of Twenty One Thousand Pesos (P21,000.00) or 2% of ABC, if bid security is in cash, cashier's/ manager's check, bank draft/guarantee or irrevocable letter of credit; or</i> 3. <i>The amount of Fifty Two Thousand Five Hundred Pesos (P52,500.00) or 5% of ABC if bid security is in Surety Bond; or</i> 4. <i>Any combination of the foregoing proportionate to the share of form with respect to the total amount of security.</i>
18.2	<i>The bid security shall be valid until the lowest calculated and responsive bidder/highest rated bidder has signed the contract and furnished the performance security.</i>
20.3	<i>The Bidder shall submit two (2) separate sealed envelopes. The first envelope shall contain one (1) original and one (1) copy of the technical component of the bid, including the eligibility requirements under Section 23.1 of the IRR of RA 9184, and the second envelope shall contain one (1) original and one (1) copy of the financial component of the bid.</i>
21	<p><i>The address for submission of bids is at</i></p> <p><i>NICA, No. 5 V. Luna Rd., Brgy. Pinyahan, Diliman, Quezon City</i></p> <p><i>The deadline for submission of bids is on 11 September 2019, 10:00 AM.</i></p>
24.1	<p><i>The place of bid opening is at the</i></p> <p><i>Atrium, NIC Bldg., NICA Compound, No. 5 V. Luna Rd., Brgy. Pinyahan, Diliman, Quezon City</i></p> <p><i>The date and time of bid opening is on 11 September 2019, 10:30 AM.</i></p>
28.3(a)	<p><i>Partial bid is not allowed. The goods are grouped in a single lot and the lot shall not be divided into sub-lots for the purpose of bidding, evaluation, and contract award.</i></p> <p><i>In all cases, the NFCC computation, if applicable, must be sufficient for all the lots or contracts to be awarded to the Bidder.</i></p>
28.4	<i>No further instructions.</i>
29.2	<i>No additional requirement.</i>
32.4(f)	<i>No additional requirement.</i>