



Republic of the Philippines
COURT OF APPEALS
Manila

INVITATION TO BID
For the
Preventive Maintenance of Various IT Equipment

1. The Court of Appeals, through its Current Appropriations under Maintenance and Other Operating Expenses (MOOE) – Repairs and Maintenance Information and Communication Technology Equipment and Software intends to apply the sum of **P791,000.00** being the Approved Budget for the Contract (ABC) to payments under the contract for the Preventive Maintenance of Various IT Equipment for the general use of the Court. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The Court of Appeals through its Bids and Awards Committee now invites bids for the Preventive Maintenance of the following Various IT Equipments:

LOT 1 – One (1) Year Preventive Maintenance for Delta 11 KVA UPS
ABC – P76,000.00

LOT 2 – Supply and Installation of Desktop Computer with Multiple Display
ABC – P420,000.00

LOT 3 – One (1) Year Comprehensive Preventive Maintenance for
FM-200 Fire Suppression System for CA Data Center
ABC – P220,000.00

LOT 4 – One (1) Year Maintenance Support for Avocent DSR-2035
IP FVM Switch
ABC – P75,000.00

The description of work are as follows:

For **LOT 1**, Perform the necessary operations to provide one-year comprehensive preventive maintenance for Delta 11KVA UPS system. These includes but not limited to the following: Semi-annual preventive maintenance, Repair or replacement of defective parts (including consumables and battery), 1-year on-site support. Preventive maintenance schedule: 1st Schedule: 15 days after issuance of purchase order, 2nd Schedule: 6 months after completion of the 1st scheduled preventive maintenance.

For **LOT 2**, Perform the necessary operations to supply and install a desktop with multiple display. These includes but not limited to the following: Supply and installation of one (1) set desktop computer, Supply and installation of one (1) PCIe Graphics Card, Supply and installation of five (5) LCD Monitor, Supply and installation of one (1) UPS, Supply and installation of one (1) grommet mounted array, Commissioning of the desktop computer with multiple display. Project duration of 60 calendar days.

For **LOT 3**, Perform the necessary operations to provide 1-year comprehensive preventive maintenance for FM-200 fire suppression system. These includes but not limited to the following: Semi-annual preventive maintenance, Repair or replacement of defective parts (excluding tank and FM-200 chemical), 1-year on-site support. Preventive maintenance schedule: 1st Schedule: 15 days after issuance of purchase order, 2nd Schedule: 6 months after completion of the 1st schedule.

For **LOT 4**, Perform the necessary operations to provide one-year maintenance support for Avocent DSR-2035 IP KVM Switch. These includes but not limited to the following: Repair or replacement of defective parts, 1-year on-site support.

Bidders should have completed as specified in **ITB Clause 12**, within two (2) years from the date of submission and receipt of bids, a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC. The description of an eligible bidder is contained in the Bidding Documents.

3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the "Government Procurement Reform Act."

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 Republic Act 5183 and subject to Commonwealth Act 138.

4. Interested bidders may obtain further information from the BAC Secretariat, c/o Office of the Clerk of Court and inspect the Bidding Documents at the address given below during office hours from **Monday to Friday, 8:00AM – 4:30PM**.

A complete set of Bidding Documents may be acquired by interested Bidders on **December 04, 2015** from the address below and upon payment of a nonrefundable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB in the amount of **P200.00** per lot.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) or Court of Appeals website, provided that Bidders shall pay the nonrefundable fee for the Bidding Documents not later than the submission of their bids.

5. The Court of Appeals through its Bids and Awards Committee will hold a Pre-Bid Conference on **December 15, 2015** at **2:30 P.M.** at the Conference Room, Ground Floor, Annex 1 Building, Ma. Orosa St., Ermita, Manila which shall be open only to all interested parties who have purchased the Bidding Documents.
6. Bids must be delivered to the BAC Secretariat, c/o Office of the Clerk of Court, Room 101, Main Building, Ma. Orosa St., Ermita Manila on **December 28, 2015** from **8:00AM – 2:00PM**. All bids must be accompanied by a bid security which shall be limited to Bid Securing Declaration and at least one (1) other form of bid security in any of the acceptable forms and in the amount stated in **BDS and ITB**.

Bid opening shall be on **December 28, 2015** at **2:30PM**. at the Conference Room, Ground Floor, Annex 1 Bldg. Bids will be opened in the presence of the Bidders' representatives who choose to attend. Late bids shall not be accepted.
7. The Court of Appeals reserves the right to reject any or all eligibility documents or proposals without offering any reason, waive any defect or formalities contained therein, accept any proposal which is considered most advantageous to the government or annul the bidding process prior to contract award.
8. The Court of Appeals assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of the bid.
9. For further inquiries, contact the BAC Secretariat, c/o Office of the Clerk of Court at 523-21-13 or 524-12-41 loc. 219, 315, telefax 526-58-34.
E-mail add: **ca-bacsecretariat@ca.judiciary.gov.ph**.

Approved by:


EDWIN D. SORONGON
Associate Justice
Chairperson
Bids & Awards Committee on
Purchase and Acquisition of Court
Facilities, Equipment and Supplies

Date of Posting: December 04, 2015
 PhilGEPS
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