



Department of Agriculture  
**PHILIPPINE CARABAO CENTER**  
CERTIFIED:ISO 9001 | ISO 14001 | ISO 45001

## INVITATION TO BID ITB/Identification No. PB 2024-25

### **(DHBU/PCC-DMMMSU) AGISTMENT CONTRACTING SERVICES**

1. The **PHILIPPINE CARABAO CENTER**, through the **GAA Fund** intends to apply the sum of **Eight Million One Hundred Three Thousand Pesos (P 8,103,000.00)** being the ABC to payments under the contract for **(DHBU/PCC-DMMMSU) AGISTMENT CONTRACTING SERVICES** under **ITB/Identification No. PB 2024-25**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **PHILIPPINE CARABAO CENTER** now invites bids for the above Procurement Project. Completion of delivery/Works/Services is required within **1 year** as specified in the Schedule of Requirements. 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 **PHILIPPINE CARABAO CENTER** and inspect the Bidding Documents at the address given below during Monday to Friday (8am-5pm) except weekends and holidays.
5. A complete set of Bidding Documents may be acquired by interested Bidders on - **February 19-March 12, 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 **Ten Thousand Pesos (P 10,000.00) non-refundable**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees presented in person, by facsimile, or through electronic means not later than the submission of their bids.

We encourage bidders to download the bidding documents through PhilGEPS or the PCC Website and pay through bank. Please coordinate with the BAC Secretariat Office through the email address and contact number given below for the bank detail procedures.

6. The **PHILIPPINE CARABAO CENTER** will hold a Pre-Bid Conference (via Zoom for bidders) on **February 27, 2024 (10am)** at **PHILIPPINE CARABAO CENTER**, National Headquarter and Gene Pool, Science City of Muñoz, Nueva Ecija through web conference platform via Zoom.

A Personal Meeting ID will be sent through email for each participant at least one day before the event. Prospective bidders need to signify their intention to participate by sending an email to [bac-secretariat@pcc.gov.ph](mailto:bac-secretariat@pcc.gov.ph)

7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before **March 12, 2024 (9am)**. 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 **March 12, 2024 (10am)** at the given address below through web conference platform via Zoom (face to face for the BAC).

A Personal Meeting ID will be sent to participants through email who submitted bid proposals.

10. The **PHILIPPINE CARABAO CENTER** 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. The PHILIPPINE CARABAO CENTER Bids and Awards Committee (BAC) will use a non-discretionary and non-discriminatory measure based on sheer luck or chance, which is “draw lots”, in the event that two or more bidders have been post-qualified and determined as the bidder having the Lowest Calculated Responsive Bid (LCRB) to determine the final LCRB (In alphabetical order, the bidders shall pick one rolled paper. The lucky bidder who would pick the paper with “Congratulations” remark shall be declared as the final bidder having LCRB and recommended for award of the contract.)

12. Please refer to the following schedule of activities:

Activity	Date	Remarks
Availability of Bidding documents	February 19-March 12, 2024	Downloadable through PhilGEPS, PCC Website and can be requested through email ( <a href="mailto:bac-secretariat@pcc.gov.ph">bac-secretariat@pcc.gov.ph</a> )
Payment of Bidding Documents (before submission of bid proposals)	February 19-March 12, 2024	<p>Prospective Bidders may pay the bidding documents through bank deposit to:</p> <p>Bank Name/Branch: Land Bank of the Philippines-UPLB            Bank Account No. 2962-1020-37            Account Name: PHILIPPINE CARABAO CENTER            LBP Branch where the deposit was made:</p> <p>If bidders opted to pay cash, request Statement of Account (SOA) first from PCC Accounting Office before proceeding to the PCC Cashier's Office</p> <p>Prospective Bidders must email the scanned copy of deposit slip to BAC Secretariat Office with the following details:</p> <ul style="list-style-type: none"> <li>▪ Project Title</li> <li>▪ Company Name with Contact Information</li> </ul> <p>BAC Secretariat Office: <a href="mailto:bac-secretariat@pcc.gov.ph">bac-secretariat@pcc.gov.ph</a></p> <p>PCC Cashier's Office will issue Official Receipt after the validation/confirmation of the bank deposit.</p>
Pre-bid Conference (Online for bidders)	February 27, 2024 (10am)	A Personal Meeting ID will be sent through email for each participant at least one day before the event. Prospective bidders need to signify their intention to participate by sending an email to <a href="mailto:bac-secretariat@pcc.gov.ph">bac-secretariat@pcc.gov.ph</a>
Deadline for the submission of bids	March 12, 2024 (9am)	<p><b>Late bids shall not be accepted.</b></p> <p>Through personal delivery or through courier at the PCC BAC Secretariat Office</p> <p>Bidders must ensure that the Bid Proposals are properly delivered and received by the BAC Secretariat Office on or before the deadline of submission.</p>
Bid Opening (Online for bidders)	March 12, 2024 (10am)	A Personal Meeting ID will be sent to participants through email who submitted bid proposals on time.

12. The PHILIPPINE CARABAO CENTER (PCC) does not condone any forms of solicitation on any prospective winning and losing bidders by any of our staff/employees or any other party. Any sort of this kind shall be reported immediately to PCC ([pccoed2021@gmail.com](mailto:pccoed2021@gmail.com)).

13. For further information, please refer to:

**MS. NOEMI V. BALAIS**

Head, BAC Secretariat Office

PHILIPPINE CARABAO CENTER

National Headquarters and Gene Pool

Science City of Munoz, Nueva Ecija

Email: [bac-secretariat@pcc.gov.ph](mailto:bac-secretariat@pcc.gov.ph)

Contact No.: 0917 824 4374

Website: [www.pcc.gov.ph](http://www.pcc.gov.ph)

**(SGD) ERIC P. PALACPAC**

Chairperson, Bids and Awards Committee

**February 19, 2024**