



Republic of the Philippines  
**National Irrigation Administration**  
Central Office



**INVITATION TO BID FOR  
SUPPLY AND DELIVERY OF ASSORTED GROCERY  
ITEMS (1100 CHRISTMAS GIFT PACKS) AND HAM  
FOR THE NATIONAL IRRIGATION  
ADMINISTRATION – CENTRAL OFFICE  
ITB NO. BS-021-2024**

1. The *National Irrigation Administration (NIA)*, through the *Corporate Operating Budget (COB)* for CY 2022 intends to apply the sum of **Three Million Two Eight Hundred Fifteen Thousand Pesos (Php 3,815,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for **Supply and Delivery of Assorted Grocery Items (1100 Christmas Gift Packs) and Ham for the National Irrigation Administration – Central Office, to wit:**

LOT	PARTICULAR	APPROVED BUDGET FOR THE CONTRACT (ABC)
1	Assorted Grocery Items	Php 3,080,000.00
2	Ham	Php 735,000.00
		Total: Php 3,815,000.00

Bids received in excess of the ABC shall be automatically rejected at bid opening.

2. The *NIA* now invites bids for the above Procurement Project. Delivery of the Goods is required by:

Lot No.	Particulars	Delivery Period
1	Assorted Grocery Items	December 5, 2024
2	Ham	

Bidders should have completed a contract similar to the Project. For this purpose, **similar contracts** shall refer to:

Lot No.	Particulars	Definition of Similar Contracts
1	Assorted Grocery Items	Supply and Delivery of Grocery items
2	Ham	Supply and Delivery of Ham

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 **NIA BAC-B Secretariat, c/o Procurement Section, Procurement and Property Division** and inspect the Bidding Documents at the address given below during **(8:00 AM – 5:00 PM)**.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **October 3, 2024 to October 23, 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:

<b>PARTICULARS</b>	<b>Approved Budget for the Contract</b>	<b>Standard Rates for Bidding Documents per Lot</b>
<i>Lot 1 - Assorted Grocery Items</i>	<i>Php 3,080,000.00</i>	<b>Php 5,000.00</b>
<i>Lot 2 - Ham</i>	<i>Php 735,000.00</i>	<b>Php 1,000.00</b>

The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person

6. The National Irrigation Administration will hold a Pre-Bid Conference on **October 11, 2024, 9:00AM** at Classroom A, 3rd Floor IEC Building, NIA Complex, EDSA, Quezon City which shall be open to prospective bidders.
7. Bids must be duly received by the BAC-B Secretariat through manual submission at the office address indicated below on or before **October 23, 2024, 12:30 PM**. 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 **October 23, 2024, 1:00 PM** at Classroom A, 3rd Floor IEC Building NIA Complex, EDSA Diliman, Quezon City. Bids will be opened in the presence of the bidders’ representatives who choose to attend the activity.

10. The *NIA* 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:  
**The Head Secretariat**  
Bids and Awards Committee-B,  
Procurement and Property Division  
National Irrigation Administration  
2nd Floor, ICC Building, NIA Complex,  
EDSA, Diliman, Quezon City  
Tel. Nos., 8-921-3906, 8-929-6071 loc. 115



**ENGR. ROBERT C. SUGUITAN**  
Chairperson

7)