



Republic of the Philippines  
**NUEVA ECIIJA UNIVERSITY OF SCIENCE AND TECHNOLOGY**  
Cabanatuan City  
Telephone No. 044-463-0226  
Website: www.neust.edu.ph

## INVITATION TO BID

1. The Nueva Ecija University of Science and Technology (NEUST) through the Bids and Awards Committee (BAC) invites contractors registered with and classified by the Philippine Contractors Accreditation Board (PCAB) to apply for eligibility and if found eligible to bid for hereunder civil works. Bids received in excess of the Approved Budget for the Contract (ABC) shall be automatically rejected at bid opening:

Name of Project: **CONSTRUCTION OF 2-STOREY REGISTRAR'S OFFICE, PHASE II**  
Location: NEUST Sumacab Campus, Cabanatuan City  
Approved Budget for the Contract (ABC) : Php 10,000,000.00  
Source of Fund: Income  
Contract Duration: 210 Calendar Days  
Cost of Bidding Documents: Php10,000.00

2. The BAC is conducting the public bidding for these Contracts in accordance with Republic Act No. 9184 and its Implementing Rules and Regulations (IRR).
3. Contractors/Prospective Bidders who wish to participate in this bidding are required to present to the BAC the following original and/or certified true copies of the documents stated hereunder on the scheduled dates for Receipt of Letter of Intent from January 31-February 7, 2022:
  1. Valid and Current Mayor's permit/Municipal License
  2. Valid Philippine Contractors Accreditation Board (PCAB) License
  3. DTI Certificate of Business Name Registration/SEC Registration Certificate
  4. Certificate of PhilGEPS Registration
  5. Net Financial Contracting Capacity (NFCC) at least equal to the ABC
  6. Certificate of BIR Registration
  7. Statement of all ongoing government and private contracts within the relevant period, where applicable, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; and statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid in accordance with ITB Clause 5.4 of PBD.
  8. Tax Clearance Certificate
4. A complete set of Bidding Documents shall be issued only to those Contractors declared by the BAC to be eligible to bid. Bidding documents may be acquired from February 8-21, 2022 upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB.

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.

5. **The NEUST will hold a Pre-Bid Conference on February 8, 2022 at 9:30AM via Video Conferencing/Zoom meeting which shall be open to all prospective bidders. Be advised that only Registered Owner/s of the Construction Firm or in case of a Corporation the President or its Operations Manager shall be allowed to represent the bidding entity during the Pre-Bid Conference for infrastructure projects.** This is to avoid the unauthorized use of the business name of a firm or corporation by unscrupulous individuals who are neither connected nor part of that entity, for purposes of circumventing some of the rules on public bidding.

The schedule of procurement activities is shown below:

Activities	Schedule/Location
1. Advertisement/Receipt of Letter of Intent	<b>January 31-February 7, 2022</b>
2. Pre-bid Conference	<b>February 8, 2022, 9:30AM (via Zoom)</b>
3. Issuance of Bid Documents	<b>February 8-21, 2022</b>
4. Deadline for Submission of Bids (Manual Submission)	<b>February 21, 2022, until 5:00PM</b> President's Office Conference Room, Gen. Tinio (St.) Campus, Cabanatuan City
5. Opening of Bids	<b>February 22, 2022, 9:30AM</b> President's Office Conference Room, Gen. Tinio (St.) Campus, Cabanatuan City
6. Post Qualification	<b>February 28, 2022, 9:30AM (via Zoom)</b>

6. Bids must be duly received by the BAC Secretariat through manual submission as indicated above. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 18.
7. Bids will be opened in the presence of the Bidders or their duly authorized representatives. Late bids shall not be accepted.
8. Bidding will be conducted through open competitive bidding procedures using a nondiscretionary “pass/fail” criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184, otherwise known as the “Government Procurement Reform Act.”

Bidding is restricted to Filipino citizens/sole proprietorship, 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 5183.

Bidders should have completed a contract similar to the Project equivalent to at least fifty percent (50%) of the ABC. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instruction to Bidders).

9. The NEUST reserves the right to accept or reject any or all bids, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.
10. For more information concerning this bidding, please contact the following:

MS. MICHELLE A. SUPENA  
Head, BAC Secretariat for Infra  
NEUST Gen. Tinio St., Cabanatuan City  
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Email address: *masupena1327@gmail.com*

*Sgd.*  
**DR. HONORATO P. PANAHON**  
BAC Chairperson