

# Bidding with Procurement Service

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**Procurement Service**



# The Central Procuring Arm of the Philippine Government

*Participating in Procurement Service Projects*



# The Procurement Service

- ***The Procurement Service is the Central Procuring Arm of the Government.***



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# Governing Principles of Philippine Procurement

*Transparency and Competition*



# Governing Principles



## Transparency



## Competition



## Value for Money



# Transparency

- ***Maintaining transparency in the procurement process by ensuring that information is always accessible.***



# Competition

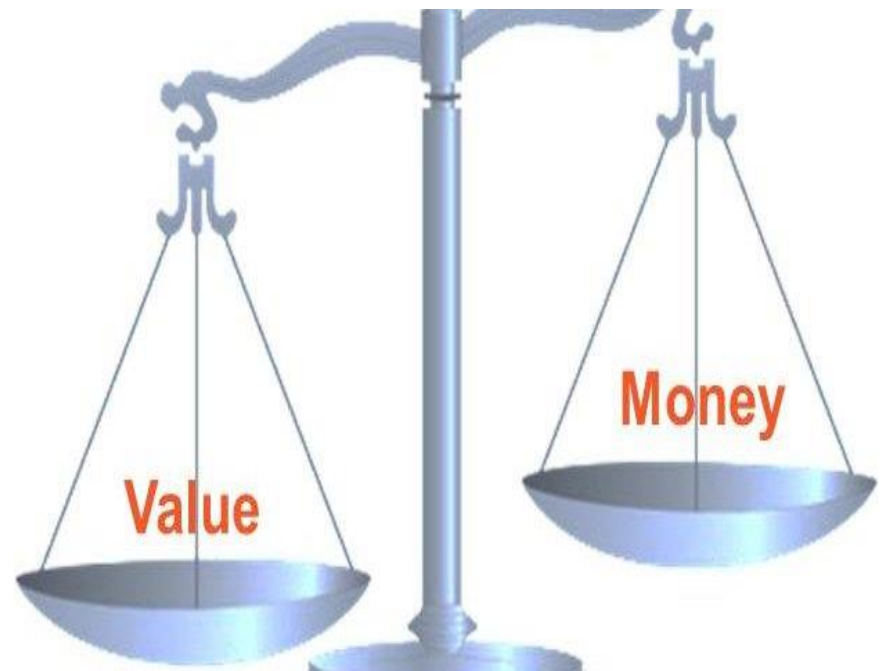


- ***Ensuring competitiveness by extending equal opportunities to all eligible and qualified potential suppliers and contractors.***



# Value for Money

- ***Ensuring the procurement of high quality goods and services within the government's budget.***



# Governing Principles



# Transparency

# Finding Information

*PhilGEPS and the PS Website*



# Finding Information



Finding Opportunities



Finding Updates



Finding Other Information



# PhilGEPS Website

- ***The PhilGEPS Website also contains helpful information on system updates and events.***



# PhilGEPS



# PhilGEPS



- ***The PhilGEPS System offers a centralized database and information central for procurement activities of the Philippine Government.***



# PhilGEPS



- ***Information on Opportunities, Clarifications, Schedules, and Awards are posted in PhilGEPS.***



# Procurement Service Website

The screenshot shows the PS-PhilGEPS website home page. At the top, there is a navigation menu with the following items: GOVPH, Home, About PS, What We Sell, What We Buy, Bid Opportunities, Agency Relations, Supplier Relations, Downloads, and Contact Us. Below the navigation menu, there are two circular logos on the left: the Procurement Service logo and the PhilGEPS logo. To the right of these logos is a banner with the text "We turn sunlight into power" and "PS-PhilGEPS is the first national government office to harness solar power", accompanied by a sun icon. Below the banner is a carousel of images. The first image shows a group of people in professional attire standing in front of a backdrop that includes the logos of the Department of Budget and Finance, Procurement Service, and AirAsia. The caption below this image reads "PS-PhilGEPS signs MOA for Government Fares Agreement with AirAsia". To the right of the carousel is a "TRANSPARENCY SEAL" logo, which is a circular emblem with a sun in the center and the words "PHILIPPINE TRANSPARENCY SEAL" around the perimeter. At the bottom of the page, there is a breadcrumb trail that says "YOU ARE HERE: / HOME".



# Procurement Service Website

## Advisory to PS Client Agencies and Suppliers

Published: 07 December 2018



### ADVISORY TO PS CLIENT AGENCIES AND SUPPLIERS

The Procurement Service will be conducting its year-end inventory of stocks. Kindly be advised of the following schedules for the month of **DECEMBER** that we will implement:

#### FOR CLIENT-AGENCIES:

- 14** LAST DAY OF ACCEPTANCE OF PURCHASES FOR PS DELIVERY
- 18** LAST DAY OF ACCEPTANCE OF SOFTWARE AND LICENSE PURCHASES
- 20** LAST DAY OF ACCEPTANCE OF PURCHASES FOR PICK UP
- 26** LAST DAY OF SCHEDULE FOR DELIVERY TO AGENCIES



#### FOR SUPPLIERS:

- 18** LAST DAY OF ACCEPTANCE OF DELIVERY FROM SUPPLIERS

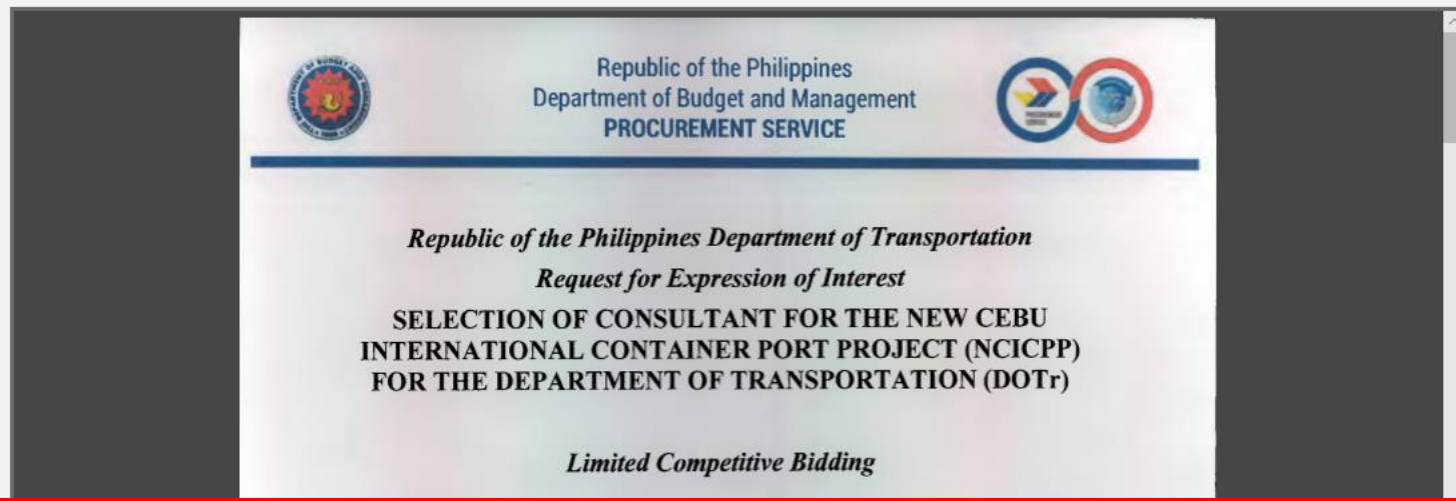
Regular processing of transactions with agencies and suppliers will resume on 02 January 2019.



# Website of the Procuring Entity

## Request for Expression of Interest for Selection of Consultant for the New Cebu International Container Port Project (NCICPP) for the Department of Transportation (DOTr)

Published: 06 December 2018



# Conspicuous Places and Boards

- ***Internet Connection isn't always accessible and can be unreliable at times. Opportunities, schedules and clarification can also be found in Bulletin Boards of the Procurement Service.***





# Procuring Entity Bulletin Boards



- ***Procuring Entities maintain their own bulletin boards for their Non-Common Use Supply and Equipment Requirements.***

# Update: Newspaper Posting

## 21.2. Advertising and Posting of the Invitation to Bid/Request for Expression of Interest

21.2.1. Except as otherwise provided in Section 54.2 of this IRR and for the procurement of common-use goods and supplies, the Invitation to Bid/Request for Expression of Interest shall be:

- a) Posted at any conspicuous place reserved for this purpose in the premises of the Procuring Entity concerned for seven (7) calendar days as certified by the head of the BAC Secretariat of the Procuring Entity concerned.
- b) Posted continuously in the PhilGEPS website, the website of the Procuring Entity concerned, if available, and the website prescribed by the foreign government/foreign or international financing institution, if applicable, for seven (7) calendar days starting on date of advertisement; and
- c) Advertised at least once in one (1) newspaper of general nationwide circulation which has been regularly published for at least two (2) years before the date of issue of the advertisement: *Provided*, That advertisement shall not be required for contracts to be bid with an ABC of Ten Million Pesos (₱10,000,000.00) and below for the procurement of goods, Fifteen Million Pesos (₱15,000,000.00) and below for the procurement of Infrastructure Projects, and Five Million Pesos (₱5,000,000.00) and below for the procurement of Consulting Services.

Two (2) years after the effectivity of this IRR, advertisement in a newspaper of general nationwide circulation shall no longer be required. However, a Procuring Entity that cannot post its opportunities in the PhilGEPS for justifiable reasons shall continue to publish its advertisements in a newspaper of general nationwide circulation.<sup>(a)</sup>



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# Consistency of Procurement: CUS



- ***For Common Use Supplies and Equipment, projects are bid out by the Procurement Service on a regular basis.***

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# Merchant Conferences and Workshops

- ***In pursuit of fostering ease of commerce and lasting business rapport, PS and Government Agencies conduct regular conferences.***



## The Secretariat

- ***Questions on the conduct of bidding, and other similar matters may be coursed through the BAC Secretariat, provided that clarifications and questions are made in writing.***

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# Pre-Bid Conferences

*Full Blown Discussions and Avenues for Clarifications*



# Pre-Bid Conferences



- **Process**



- **Requirements**



- **Clarifications**

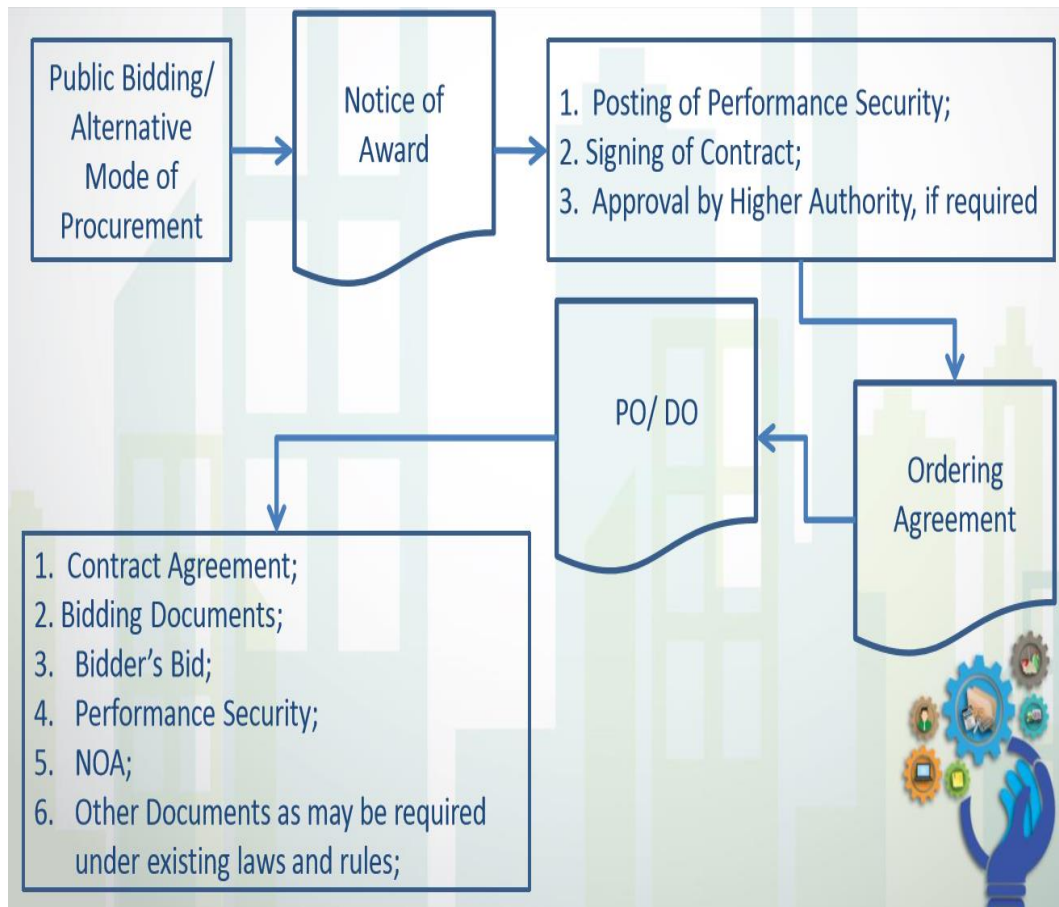


- **Reasons for Disqualification**



# Pre-Bid Conferences: Processes

- ***During the Pre-Bid Conference, the procurement process is discussed extensively.***





# Pre-Bid Conferences: Requirements

**Schedule of Requirements**

Lot No.	Qty	Item Description	Delivery Period
1	24 units	Fire Truck, Brand New, 1,000 Gallon Capacity	<p><b>A. PROJECT CODE</b>                      P 0000 0000                      Contract and                      update master                      of items to                      proceed</p> <p><b>B. DELIVERY</b>                      All contracts                      and to adhere                      to the                      Manila Bay                      City (MBC) and                      the                      approval of the                      project team.</p> <p>Note: Bidding items will                      be per the delivery.</p>

Thereby accept to comply and deliver all the above requirements in accordance with the above specifications.

Name of Contractor: \_\_\_\_\_ Signature of Authorized Representative: \_\_\_\_\_ Date: \_\_\_\_\_

*Section VII. Technical Specifications*

**TECHNICAL SPECIFICATIONS**

LOT 1      Supply, Delivery, Testing and Commissioning of Brand New Fire Truck, 1,000 Gallon Capacity

QUANTITY:      24 units  
 Approved Budget per unit:      P 24,000,000.00  
 Total Approved Budget for      P 416,000,000.00

By Contractor:

AGENCY SPECIFICATIONS	BIDDER'S STATEMENT OF COMPLIANCE	BIDDER'S ACTUAL OFFER	REFERENCE (As per the Schedule of Technical Data Sheet)
<b>FIRE TRUCK</b> , Brand New, 1,000 Gallon Capacity <b>ITEMS REQUIRED:</b> Brand New Truck A. ENGINE 1. Type 2. Displacement 3. Fuel Capacity (Gallon or Liters) 4. Compression 5. Cooling System (Water Cooled) 6. Power Output (HP or kW) 7. Emission B. CHASSIS The chassis is to be consisting of two (2) channels, rigidly joined with engine mounted on front and vehicle components, frame, chassis, differential, engine, manual transmission with power axle (PTO) which drives the pump and the engine. 1. Dimension			

**10. USE OF SPECIALIZED EQUIPMENT**

1. There shall be no use of specialized equipment.

**B. FUEL TANK**

1. Capacity: 1,000 Liter

2. Location: Under the engine room

3. CUI: Equipments shall be made of steel and resistant to corrosion.

**C. POWER SUPPLY SYSTEM**

The power supply system shall be designed to be able to supply all the electrical loads of the fire truck. The power supply system shall be designed to be able to supply all the electrical loads of the fire truck. The power supply system shall be designed to be able to supply all the electrical loads of the fire truck.

**D. SERVICE CONSOLE**

The main console, located at the front of the fire truck, shall be designed to be able to supply all the electrical loads of the fire truck. The main console shall be designed to be able to supply all the electrical loads of the fire truck.

1. An air intake manifold shall be provided.

2. Equipment components shall be provided.

3. The engine shall be provided.

*Section VII. Technical Specifications*

the body shall have other equipment under the hood. Details shall be provided in the technical specifications.

1. The fire truck shall be equipped with a fire pump and a water tank. The fire truck shall be equipped with a fire pump and a water tank. The fire truck shall be equipped with a fire pump and a water tank.

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- **The eligibility and technical requirements are discussed point by point.**
- **As each bidding process is distinct, different, and unique, the technical requirements are too.**



# Pre-Bid Conferences: Clarifications

- ***Clarifications are discussed during the Pre-Bid Conference.***
- ***Potential Bidders are encouraged to clarify requirements during the Pre-Bid and to reflect the questions formally in writing.***



# Pre-Bid Conferences: Clarifications

- **CLARIFICATIONS: TAKE NOTE:**
  - Responses during the Pre-Bid Conference are not official until they have been duly reflected in the Bid Bulletins
  - The Bid Bulletins are posted seven (7) days before the conduct of the Opening of Bids.
  - Bid Bulletins are not limited to a single publication in one bidding.




## Pre-Bid Conferences: Reasons for Disqualifications

- ***The common reasons for disqualification are also discussed during Pre-Bid Conferences.***

*General Requirements for Government Procurement*

PRE-BID CONFERENCE

### COMMON REASONS FOR DISQUALIFICATION (OBSERVED DURING BID OPENING)



1. Late Submission;
2. Incomplete Submission;
3. Non-compliance with Notarial Rules, e.g. Use of Cedula is a NO-NO;
4. Number of Bid Copies
5. Failure to Sign Relevant Documents;

# Bid Submission

## *Conduct of Opening of Bids*



# Bid Submission



- **Sealing and Marking**



- **No Contact Submission**



- **Deadlines**



- **Representation**



- **Bid Evaluation**



# Bid Submission: Sealing and Marking

- ***Submissions must be sealed and properly marked.***



# Bid Submission: No Contact Submission



- ***Bids are dropped without contact with any personnel except the security personnel who may assist in the securing of time stamps.***



# Bid Submission: Deadlines

- ***Deadlines for procurement are strict.***
- ***A second can mean the disqualification of the submission.***
- ***Be conscious of the date and time.***



# Bid Submission: Representation



- ***Representation during the Opening of Bids may be different from the actual submission.***

# Bid Submission: Bid Evaluation

- ***Seven Days to evaluate the Bids.***
- ***Notices are made in writing.***



# Ineligibility and Post-Disqualification

## *Common Causes*



# Bid Submission



- **Late Submission**



- **Permits and Licenses**



- **Notarization**



- **Non-Compliance to Technical Specifications**



- **Failure to Submit Samples**



# Remedies



# Remedies

- 
- ***Request for Reconsideration***

- 
- ***Protest***



# Alternative Modes of Procurement

## *Other Modes of Procurement*



# Alternative Modes of Procurement



- ***Government Procurement is not limited to Public Bidding. Other modes such as Small Value Procurement, Negotiated Procurement, and Direct Contracting are among the many modes. However, these modes are rarely used for the procurement of Common Use Supplies and Equipment.***

# Governing Principles



# Competition

# Levelling the Playing Field

*Fostering a Healthy Competition*



## Transparency and Incorporation of Supplier Input

- The conduct of Biddings are kept transparent and the inputs of the market and industry players are taken into account.
- Prices, Permits, Changes in the Industry, etc.



## Transparency and Incorporation of Supplier Input

- More suppliers are encouraged to join government procurement in order to raise the level of competition and foster a healthy competitive environment for government procurement.



## Challenges in Levelling the Playing Field

1. Small number, compared to the universe of available suppliers, joins government procurement.
2. Developing culture of trust between government and suppliers.
3. Helping suppliers enhance their capability in supplying government needs.





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## Challenges in Levelling the Playing Field

4. Guiding suppliers in preparing bids without violating laws and ethical rules through small group discussions prior to deadline of submissions of bids.
5. Simplifying procurement processes without violating R.A. 9184.
6. Current international trends in public procurement



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### **6. Current international trends in public procurement**





# Governing Principles



## Value for Money

# Responsive Bids

***Best Value for Money = ABC + Quality***

# PS Buying in Bulk

**EXTENDED DISCOUNTS**  
on Microsoft Office Standard Licenses  
and Office 365 ProPlus  
until September 26, 2016

**AMAZING SAVINGS!**  
As stated in Letter of Instructions No. 755, the Philippine Government seeks to attain economy and efficiency in all aspects of its operations. Thus, the PS-PhilGEPS continuously aims to procure in an efficient way by aggregating government requirements commonly required supplies by identifying the sources of supply which are able to offer the best prices, terms and other conditions that leads to huge savings for the Philippine Government.  
Note the following remarkable price difference:  
for Notepad, Stick-on, 3"x3", 100 sheets per pad:  
Book Store Price  
**PS-PhilGEPS Price  
Php 40.44/pad  
Php 28.25/pad**  
Savings per pad: Php 17.56  
Aggregated savings for 171,358 pad purchased in 2015:  
**Php 3,009,046.48**

**AMAZING SAVINGS!**  
BUY MORE, SAVE MORE!  
The PS-PhilGEPS continuously proves that buying in bulk really saves a big amount.  
Note the following remarkable price difference for Furniture Cleaner, 330 ml:  
Supermarket  
**PS-PhilGEPS Price  
Php 84.76/can**  
Savings per can: Php 119.99  
Aggregated savings for 98,430 cans purchased in 2015:  
**Php 11,810,615.70**

- **Buying in Bulk:**
  - **Better Prices**
  - **Less transactional costs**
  - **Less frequency of bidding**
  - **Less delivery costs**



# Approved Budget + Compliance

- ***Government Procurement takes into consideration the Approved Budget for the Contract and the Responsiveness of the Bid to the Requirements***



# Keep Joining Government Biddings!



