



REPUBLIKA NG PILIPINAS  
KAGAWARAN NG KATARUNGAN  
PANGASIWAAN SA PATALAAN NG LUPAIN  
(LAND REGISTRATION AUTHORITY)  
East Avenue cor. NIA Road  
Quezon City

## INVITATION TO BID FOR THE EARLY PROCUREMENT ACTIVITY (EPA) FOR THE PROCUREMENT OF FOUR (4) UNITS OF MINI BUS

1. The **Land Registration Authority (LRA)**, through the National Expenditure Program (NEP) for FY 2024 intends to apply the sum of **TWENTY MILLION PESOS ONLY (PHP 20,000,000.00)**, inclusive of VAT, being the ABC to payments under the contract for the **Early Procurement Activity (EPA) for the Procurement of Four (4) Units of Mini Bus** with **Project ID No. LRA BAC-PGSM-2024-03**.

Bids received in excess of the ABC shall be automatically rejected at bid opening. The award of the contract is subject to the effectivity of the General Appropriations Act (GAA) for FY 2024.

The Land Registration Authority (LRA) is conducting this procurement through the Early Procurement Activity (EPA) for FY 2024 to ensure the timely delivery of goods, implementation of infrastructure projects and rendition of consultancy services, consistent with the GPPB Resolution No. 14-2019 dated July 17, 2019. EPA shall refer to the conduct of procurement activities, from posting of the procurement opportunity, if required, until recommendation of the Bids and Awards Committee (BAC) to the HoPE as to the award of the contract for goods to be delivered, infrastructure projects to be implemented and consulting services to be rendered in the following fiscal year (i.e. FY 2024), pending approval of their respective funding sources.

The bidders, therefore, are herewith informed of the following:

- a. Interested bidders are invited/requested to submit their bid proposals based on indicative budget (i.e. subject to final approval) through this invitation to Bid, together with the bidding documents;
  - b. The LRA will evaluate the bid proposal and determine the winning bidder. The financial bid proposal of the winning bidder will be the contract price/amount which is considered fixed price. However the Notice of Award (NOA) will only be issued upon the approval of the budget.
  - c. Would there be a delay in the award as affected by the possible delay in the budget approval, the bid validity as specified in the bidding documents (which is a maximum of 120 calendar days), the winning bidder may be requested to extend the bid validity, if the bidder refuses to extend the bid validity, the bid submitted by said bidder will be rejected.
2. The **LRA** now invites bids for the above Procurement Project, delivery of the Goods shall be within **Sixty (60) calendar days** upon receipt of an approved Notice to Proceed in accordance with the Delivery schedule under Section VI Schedule of requirements. The following are the required specifications:

Lot No.	Specification
1	<p><b>Procurement of Four (4) Units of Mini Bus</b></p> <ul style="list-style-type: none"> <li>● Four (4) units Passenger Mini Bus</li> <li>● Engine displacement not exceeding 6500cc for diesel</li> <li>● In-line 4 Cylinder, 16 Valve Engine</li> <li>● Max Output or Power: 135-150/2500-2700</li> <li>● Max Torque: 390-530/1400-1600</li> <li>● Manual Transmission</li> <li>● 80 to 100 Liters Fuel Tank Capacity</li> <li>● Ventilated discs brake for front and drum brake for rear</li> <li>● Double Wishbone with Stabilizer Front Suspension and Rigid Axle with Leaf Spring rear Suspension</li> <li>● 16" to 17.5" Tire size, manufactured within 12 months prior to delivery</li> <li>● Power steering</li> <li>● Manual air-conditioning system of roof mounted A/C with roof ventilator</li> <li>● Compliant with safety standards under existing laws, rules, and regulations</li> <li>● Manufacturer's standard safety features and accessories</li> <li>● Anti-lock Brake System</li> <li>● Seatbelts for all seats</li> <li>● Factory Rust Proofing, Tint, Seat Cover, Warranty Booklet Case, Manual, Complete set of Tools, Jack with Handle, Early Warning Devices, with GPS tracker</li> <li>● Free Labor Charge on 1,000 km and 5,000 km periodic maintenance check ups or up to six (6) months, whichever comes first</li> <li>● Warranty: Three (3) years or 100,000 kms, whichever comes first, including materials used and labor</li> <li>● 29 Seating Capacity including the driver</li> </ul>
	<p><b>Other Requirements:</b></p> <p><b>On Unit</b></p> <ul style="list-style-type: none"> <li>● Availability of spare parts all over Luzon, Visayas, and Mindanao</li> <li>● Spare Tire</li> <li>● Floor matting</li> <li>● Free LTO registration for the first three (3) years</li> <li>● Comprehensive Insurance</li> </ul> <p><b>Color</b></p> <ul style="list-style-type: none"> <li>● Mini Bus - Pearl White/White</li> </ul> <p><b>Dealer</b></p> <ul style="list-style-type: none"> <li>● Must be at least five (5) years in the business as authorized dealer of brand new vehicles</li> <li>● Must have service center in Metro Manila, Luzon, Visayas, and Mindanao</li> <li>● Shall assist the LRA in insuring the vehicle with the Land Transportation Office (LTO) and Government Service Insurance System (GSIS)</li> </ul>

Bidders should have completed, within the past three (3) 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 the **LRA-Bids and Awards Committee (BAC) Secretariat for Non-Infrastructure** through the contact details given below and inspect the Bidding Documents as posted on the websites of the LRA and the Philippine Government Electronic Procurement System (PhilGEPS).
5. A complete set of Bidding Documents may be acquired by interested Bidders on **October 12, 2023 to November 06, 2023** from the given address below upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Twenty Thousand Pesos Only (PHP 20,000.00)** at the LRA Cashier located at the One Stop Shop (OSS). The LRA shall allow the bidder to present its proof of payment for the fees by presenting it in person.
6. The **Land Registration Authority** will hold a **Pre-Bid Conference on October 24, 2023, 11:30 A.M., at 4<sup>th</sup> Floor, LRA Conference Room, LRA Building, East Avenue corner NIA Road, Diliman, Quezon City**, which shall be open to prospective bidders and/or through videoconferencing/webcasting via *Zoom application* using the following:

Meeting ID	:	897 5212 6189
Security Passcode	:	615349

7. **Bids must be duly received** by the BAC Secretariat through manual submission at the address below on or before **November 06, 2023, 3:30 P.M. at 4<sup>th</sup> Floor, LRA Conference Room, LRA Building, East Avenue corner NIA Road, Diliman, Quezon City. 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 **November 06, 2023, 5:00 P.M., at 4<sup>th</sup> Floor, LRA Conference Room, LRA Building, East Avenue corner NIA Road, Diliman, Quezon City**. Bids will be opened in the presence of the bidders’ representatives who choose to attend the activity.

**For the purpose of constituting a quorum**, either the physical and virtual presence of the BAC members shall be considered pursuant to GPPB Resolution No. 09-2020.

10. The Land Registration Authority 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:

**MARIA RUDYLYN A. CEBRERO**

*BAC-PGSM Secretariat Member*

*Room 02, Property and Supply Section, Lower Ground Floor*

*Mobile No. 0999-2262745*

**ATTY. ROMAN G. IDICA, J.D.**

*BAC-PGSM Secretariat Assistant Head*

*Room 407, Office of the Deputy Administrator*

*Mobile No. 0916-513-0734*

12. For viewing and downloading of Bidding Documents you may visit:

<http://notices.philgeps.gov.ph/>

<https://lra.gov.ph/bids-opportunities/>

*Date Issuance of Bidding Documents:*

*12 October 2023 at Quezon City*



**ATTY. TRISTAN E. DE GUZMAN**

*Chairperson, LRA Bids and Awards Committee*

*East Avenue corner NIA Road, Diliman, Quezon City*