



**SOCIAL HOUSING FINANCE CORPORATION**  
(a subsidiary of National Home Mortgage Finance Corporation)

**INVITATION TO BID**

**FOR**

**PROJECT NO. 2011-04**

**Supply and Delivery of Various I.T. Equipment and Software**

1. The *Social Housing Finance Corporation (SHFC)*, through its Corporate Budget for Year 2011, intends to apply the sum of **Four Million, Nine Hundred Eighty One Thousand Pesos (P4,981,000.00)**, being the Approved Budget for the Contract (ABC) for **Supply and Delivery of Various I.T. Equipment and Software**. Bids received in excess of the ABC shall be automatically rejected at Bid opening.
2. The **SHFC, located at BDO Plaza 8737 Paseo de Roxas, Makati City**, now invites bids for the **Supply and Delivery of Various IT Equipment and Software**, particularly:

<b>Main Office &amp; Regional Office</b>	
Description	Quantity
Laptop	7
Desktop PC	
❖ Intel Core i7	8
❖ Intel Core i5	62
LED Monitor	3
Printers	
❖ Dot-Matrix	18
❖ Laser Printer	17
❖ All-in-One Printer	16
MS Office 2010 License	101

Bidders should have completed, **within the past two (2) years reckoned** 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 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the "Government Procurement Reform Act."

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 5183, and subject to Commonwealth Act 138.

4. Interested Bidders may obtain further information from SHFC and inspect the Bidding Documents at the address given below during office hours, from **8:00 a.m. to 5:00 p.m.**
5. Interested Bidders may purchase a complete set of Bidding Documents on **11 November 2011** at the address below, for a nonrefundable fee of **Five Thousand Pesos (P5,000.00)**. The Bidding Documents fee must be paid to the SHFC Cashier only.

The Bidding Documents may also be downloaded from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of SHFC, free of charge, provided that Bidders shall pay the nonrefundable fee for the Bidding Documents not later than the submission of their bids. The method of payment will be on cash basis.

6. SHFC will hold a Pre-Bid Conference on **18 November 2011, 10:00 a.m.**, at the SHFC Board Room, 5<sup>th</sup> Floor, BDO Plaza 8737 Paseo De Roxas, Makati City, which shall be open only to all interested parties who have purchased the Bidding Documents.
7. Bids must be delivered to the address below by or before **10:00 a.m. of 29 November 2011**. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 18.

Bid opening shall be on **29 November 2011, 10:00 a.m.** at the SHFC Board Room, 5<sup>th</sup> Floor, BDO Plaza 8737 Paseo De Roxas, Makati City. Bids will be opened in the presence of the Bidders' representatives who choose to attend. Late bids shall not be accepted.

8. SHFC assumes no responsibility whatsoever to compensate or indemnify Bidders for any expenses incurred in the preparation of the bid. SHFC reserves the right to waive any or all formal requirements, and it shall likewise not be held liable for any defects or typographical errors in all documents received by the Bidder, which shall be presumed to have been read and understood by the bidders to be mere defects in form only.
9. SHFC reserves the right to accept or reject any bid, to annul the bidding process, and to reject a bid at any time prior to the contract award, without thereby incurring any liability to the affected bidder or bidders.

10. For further information, please refer to:

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**EVP EDUARDO T. MANICIO**  
*Chairman, BAC*