

**BIDS AND AWARDS COMMITTEE**

**INVITATION TO BID
FOR THE 2013 HEALTH CARE PLAN FOR FOREIGN SERVICE PERSONNEL
(A Major Medical/Comprehensive Health Care and Insurance Package)**

1. The Department of Foreign Affairs (DFA), through the authorized appropriations under the General Appropriations Act, intends to apply the sum of Three Hundred Thirty Million Philippine Pesos (Php 330,000,000.00) being the Approved Budget of the Contract (ABC) to payments under the contract for the "Procurement of the 2013 Health Care Plan for Foreign Service Personnel (A Major Medical/Comprehensive Health Care and Insurance Package)". Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The DFA-Bids and Awards Committee (BAC) now invites bids for the "Procurement of the 2013 Health Care Plan for Foreign Service Personnel (A Major Medical/Comprehensive Health Care and Insurance Package)", described as follows:

Lot No.	Project Specification	Approved Budget for the Contract (Php)	Non-refundable Bid Fees (Php)
1	2013 Health Care Plan for Foreign Service Personnel (A Major Medical/Comprehensive Health Care and Insurance Package for the Period 01 January to 31 December 2013)	330,000,000.0	50,000.00

3. The DFA-BAC has scheduled the following activities for the said Project:

Pre-Bid Conference	Deadline for Submission of Bids	Bid Opening
12 November 2012, Monday, 1:30 pm	26 November 2012, Monday, 12:00 noon	26 November 2012, Monday, 1:30 pm
Venue: OUA Board Lounge, 12th Floor, DFA Main Building, Roxas Boulevard, Pasay City		

The Pre-Bid Conference shall be open to all interested bidders, however only bidders who have purchased the Bidding Documents shall be allowed to participate in the Pre-Bid Conference.

4. 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 (R.A.) No. 9184, otherwise known as the "Government Procurement Reform Act".

Bidding is open to all interested bidders, whether local or foreign, subject to the conditions for eligibility provided under the IRR of RA 9184.

5. Interested bidders may obtain further information from the DFA BAC Secretariat and inspect the Bidding Documents at the address given below, during office hours from 9:00 a.m. to 5:00 p.m.
6. A complete set of Bidding Documents may be purchased by interested bidders on 6 November 2012 from the DFA BAC Secretariat Office and upon payment of a non-refundable fee in the amount specified in the schedule at the DFA Cashier. It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and from the DFA website, provided that bidders shall pay the non-refundable fee for the Bidding Documents not later than the submission of their bids.

7. Bids must be submitted to the DFA BAC Secretariat Office on or before 26 November 2012, 12:00 noon. All bids must be accompanied by a bid security in any of the acceptable forms in the amount stated in Section 27.2 of the IRR of RA No. 9184.
8. Bid Opening shall be on 26 November 2012, 1:30 pm. at the OUA Board Lounge, 12th Floor, DFA Main Building, Roxas Boulevard, Pasay City. Bids will be opened in the presence of the bidders or their authorized representatives who choose to attend. Late bids shall not be accepted.
9. The DFA reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without incurring any liability to the affected bidder or bidders.
10. For further information, please refer to:

DFA-BAC Secretariat
Department of Foreign Affairs
12th Floor, DFA Main Building,
2330 Roxas Boulevard, Pasay City
Tel. No. 834-4116; Fax no. 831-9584
Email address: www.bac.secretariat@dfa.gov.ph


ALEJANDRINO A. VICENTE
Alternate Chairman
Bids and Awards Committee

5 November 2012, Pasay City.