



Republic of the Philippines
Professional Regulation Commission
Manila



**INVITATION TO BID
PROCUREMENT OF MODERN WEB-BASED
ONLINE HUMAN RESOURCE INFORMATION SYSTEM (HRIS)**

1. The **PROFESSIONAL REGULATION COMMISSION (PRC)**, through the **Government of the Philippines (GOP) General Appropriations Act (GAA) of 2021** with a total amount of **Three Million Pesos (Php3,000,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the **Procurement of Modern Web-Based Online Human Resource Information System(HRIS)/ ITB No. 2021-18**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **PRC** now invites bids for the **Procurement of Modern Web-Based Online Human Resource Information System(HRIS)**. Supply and Delivery of Goods is required within Sixty (60) calendar days upon receipt of Notice to Proceed. Bidders should have completed, within the period from January 2017 up to the date of submission and opening of bids, a contract equivalent to at least fifty percent (50%) of the ABC that is 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) 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.
4. Interested bidders may obtain further information from **PRC** and inspect the Bidding Documents at the address given below during **office hours**.
5. A complete set of Bidding Documents may be acquired by interested Bidders from the address below *and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Five Thousand Hundred Pesos (Php5,000.00)***.

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.

6. The **PRC** will hold a Pre-Bid Conference **at 10:00 AM of September 29, 2021** via videoconferencing which shall be open to prospective bidders. For proper coordination, all interested bidders are hereby requested to submit their Letter of Intent to participate, including therein contract details, and send to bac@prc.gov.ph on or before **September 28, 2021**.
7. Bids must be duly received by the Bids and Awards Committee (BAC) Secretariat at the address below on or before **10:00 AM of October 11, 2021**. All Bids must be accompanied by a bid security in the form of a Bid Securing Declaration.

Bid opening shall be at **11:00 AM of October 11, 2021** at the **BAC Conference Room, 4th Floor, Annex Building, P. Paredes St., Sampaloc, Manila**. Bidders, who will be given the link, may join the bid opening via videoconferencing.

8. The **PRC** 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 Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
9. For further information, please refer to:

Ms. Karen M. Magsalin
BAC Office, 4th Floor, PRC Annex Bldg.
P. Paredes St., Sampaloc, Manila
Email address : bac@prc.gov.ph
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ATTY. ARISTOGERSON T. GESMUNDO
Assistant Commissioner
BAC Chairman

