

INVITATION TO OFFERORS
PROVISION OF ENCODING SERVICES
FOR THE DOTC-CENTRAL OFFICE

In view of two (2) failed public biddings, the Department of Transportation and Communications (DOTC) Bids and Awards Committee (BAC), through a Negotiating Team, will undertake the Negotiated Procurement (Two Failed Biddings) of the Provision of Encoding Services for the DOTC-Central Office. The DOTC, through the 2015 General Appropriations Act and a Multi-Year Obligational Authority, intends to apply the amount of **Eight Million Eight Hundred Seventy Two Thousand Six Hundred Eighteen Pesos (Php 8,872,618.00)**, the Approved Budget for the Contract (ABC) for three (3) years, to cover eligible payments under the contract. The ABC is broken down as follows:

ABC for the First Year: Php 2,957,539.33
ABC for the Second Year: Php 2,957,539.33
ABC for the Third Year: Php 2,957,539.33

The financial offers must be within the ABC for each year. The services shall cover a period of one (1) year, renewable each year for another two (2) years subject to annual performance evaluation and recommendation of the concerned DOTC offices availing the encoding services, availability of funds and compliance to pertinent rules and regulations. Offers received in excess of the ABC shall be automatically rejected.

In this regard, we are pleased to invite your company through your duly authorized representative to a Pre-Negotiation Conference on **09 November 2015 at 10:00 AM at Unit 166, 16th Floor, The Columbia Tower, Ortigas Avenue, Mandaluyong City.**


Please find attached the Instructions to Offerors (ITO), the Schedule of Requirements, Technical Specifications with the Terms of Reference (TOR), the Draft Contract with the General Conditions and the Special Conditions of Contract for the above-mentioned project.

For further information, please do not hesitate to contact **Ms. Majella M. Delfin** at Telephone No. 790-8300 local 368 or Telefax at 723-1580. You may likewise send your written queries at **bacsec@dotc.gov.ph**.

Thank you and we look forward to your participation to the negotiations for the above-mentioned project.

Very truly yours,

By Authority of the Bids and Awards Committee:


EDNA C. TAPAR
Head, Negotiating Team for the Procurement of Provision
for Encoding Services at the DOTC-Central Office
and Chief Accountant