



**INVITATION TO BID**

**FOR**

**“PROCUREMENT OF ONE (1) LOT OF PLANE TICKETS TO BERLIN, GERMANY FOR THE APPROPRIATIONS AND FINANCE EMERGING LEADERS TRACK OF CBILLS”**

1. The **Development Academy of the Philippines**, through the **General Appropriation Act (GAA) for FY2025** intends to apply the sum of **Three Million Five Hundred Fifty-Five Thousand Pesos (PHP 3,555,000.00)** being the ABC to payments under the contract for **“PROCUREMENT OF ONE (1) LOT OF PLANE TICKETS TO BERLIN, GERMANY FOR THE APPROPRIATIONS AND FINANCE EMERGING LEADERS TRACK OF CBILLS”** per Invitation to Bid No.: **IB25-416194-03**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **Development Academy of the Philippines** now invites bids for the above Procurement Project. Delivery of the Goods is required by **Three (3) Calendar days after the receipt of the Notice to Proceed (NTP)**. Bidders should have completed, within the **last two (2) years prior** to 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. The Prospective Bidders may obtain further information from DAP and inspect the Bidding Documents at the DAP Pasig address or through email or contact details provided below during 9:00AM to 4:30PM (except holidays and weekends).
5. A complete printed set or electronic copy of Bidding Documents may be acquired by interested Bidders starting **April 16, 2025 (Wednesday)** to **May 07, 2025 (Wednesday)** from 9:00AM to 4:30PM, (except holidays and weekends), from the given address and website below, upon payment of the applicable fee for the Bidding Documents, pursuant to the latest guidelines issued by the GPPB, in the amount of **THREE THOUSAND FIVE HUNDRED PESOS (PHP3,500.00)**. The DAP shall allow the bidder to present its proof of payment for the fees in person, or through electronic means.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System ([www.philgeps.gov.ph](http://www.philgeps.gov.ph)) and the website

of the DAP ([www.dap.edu.ph](http://www.dap.edu.ph)). However, **only bidders who have paid the non-refundable applicable fee not later than the deadline for submission of bids shall qualify to participate and submit the bids.**

6. Interested bidders must make payment to:

Account Name:	Development Academy of the Philippines
Account Number:	0671-0105-40
Bank:	Landbank of the Philippines
Branch of Account:	Pasig Capitol Branch

7. A copy of proof of payment must be emailed to DAP's Finance Department at: [cashtreasury@dap.edu.ph](mailto:cashtreasury@dap.edu.ph) and copy furnish [dapbacsec@dap.edu.ph](mailto:dapbacsec@dap.edu.ph) for the issuance of Service Invoice (SI). The BAC Secretariat will provide assistance to the On-line Bidder for the creation of "**bidms account**" and dedicated site in the [bidms.dap.edu.ph](http://bidms.dap.edu.ph).
8. The DAP will hold a Pre-Bid Conference on **April 24, 2025, 10:00AM** via Online Platform which shall be opened to all interested Bidders upon formal request through the BAC Secretariat. Requests shall be coursed through email at [dapbacsec@dap.edu.ph](mailto:dapbacsec@dap.edu.ph).
9. In compliance with GPPB Resolutions Nos. 09-2020 and 12-2020, all Electronic-Bids must be duly received by the BAC Secretariat, through the designated [bidms.dap.edu.ph](http://bidms.dap.edu.ph) secured account on or before **May 09, 2025 (Friday)** and not later than **9:30AM**. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in the ITB Clause14. **LATE BIDS SHALL NOT BE ACCEPTED.**
10. Bid opening shall be on **May 09, 2025 (Friday), 10:00 AM** via Online Platform. Electronic-bids will be opened in the presence of the bidders' authorized representative/s who are authorized to attend the proceedings, as evidenced by the **Bidders' Notarized Letter of Authorization (LOA)**. The **Authorized Representative** is a person who has been authorized by the company's owner, board, or management, and via a notarized document, to represent the company, to ask questions, answer questions, and make decisions on behalf of the company during the bid opening.
11. The **DAP** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time in accordance with the provisions of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

**RODEL D. CASTILLO**

**Officer-in-Charge, BAC Secretariat Division**

Development Academy of the Philippines

1<sup>st</sup> Floor DAP Bldg., San Miguel Avenue, Pasig City 1600

Telephone No. : (632) 8631-0921 loc. 133

BAC Secretariat email : [dapbacsec@dap.edu.ph](mailto:dapbacsec@dap.edu.ph)

Website address : <https://www.dap.edu.ph>


12. Interested bidders may visit the following websites:

**For downloading of Official Bidding Documents:** <https://www.dap.edu.ph/invitation-to-bid/>

**For online bid submission:** <http://bidms.dap.edu.ph/page/>

Issued this 15<sup>th</sup> day of **April 2025**.

*For the DAP Bids and Awards Committee:*

  
JUNE ARVIN C. GUDOY  
Chairperson, Bids and Awards Committee  
>>> Nothing Follows <<