



**INVITATION TO BID**

**SUPPLY, DELIVERY AND INSTALLATION OF HUMAN RESOURCE INFORMATION SYSTEM (HRIS)**

1. The Philippine Red Cross through Bids and Awards Committee (BAC) would like to invite interested bidders for the:

| Item No | Item Description  | Qty | UOM  | Cost/Price of Bid Documents |
|---------|---|-----|------|-----------------------------|
| 1       | Supply, Delivery and Installation of Human Resource Information System (HRIS) | 1   | unit | ₱5,000.00                   |

- Bidding will be conducted through open competitive bidding procedures using the Red Cross Procurement Policy.
- Interested Bidders may obtain further information from the PRC BAC Secretariat and inspect the Bidding Documents at the address given below from **9:00 AM to 4:00 PM** beginning **15 May 2017**. A complete set of Bidding Documents may be purchased by interested Bidders from the address below and upon payment of a non-refundable fee.
- The method of payment will be cash or Bank to Bank Transaction thru **Metrobank Account No. 1513 151514805 Account Name: Philippine Red Cross**. Send copy of the bank deposit slip thru email immediately upon payment to the bank. The Bidding Documents shall be received personally by the prospective Bidder or his authorized representative.
- Bids and eligibility requirements must be delivered to the address below on or before **19 May 2017** at **5:00PM**. All Bids must be accompanied by a Bid security in the form indicated in the bid documents. Late Bids shall not be accepted.
- All bidders interested to participate should undergo PRC accreditation processes by applying with necessary documents requested and fees as required by PRC. No bidders should be allowed to participate without being accredited. Attached are Accreditation Form and Accreditation requirements.
- The PRC 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



Bidders. It likewise assumes no responsibility whatsoever to compensate or indemnify the prospective bidders for any expenses incurred in the processing of their eligibility to bid and/or in the preparation of the bid.



**ALEXANDER ROSETE**  
BAC Chairman

Address to:

**Bids and Awards Committee**

**c/o BAC Secretariat**

**Philippine Red Cross**

**#37 Edsa corner Boni Avenue,**

**Mandaluyong City**

**Trunkline No. 02.790.2301 loc 966**

**Look for Ms. Jer or Jobelle**

**Email: [bac@redcross.org.ph](mailto:bac@redcross.org.ph)**

**Re: Supply, Delivery and Installation of Refrigerated Centrifuge**