



Republic of the Philippines
Department of Migrant Workers
OVERSEAS WORKERS WELFARE ADMINISTRATION
REGIONAL WELFARE OFFICE XI

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BIDS AND AWARDS COMMITTEE

Schedule of Procurement Activities

**PROJECT TO BE BIDDED – Bidding for the Supply and Delivery of Various Motor Vehicles
 PB-10-2024**

APPROVED BUDGET FOR THE CONTRACT – Php 2,090,000.00

ACTIVITIES	Recommended Earliest Possible Time		PLACE	RESPONSIBILITY CENTERS
1. Pre-Procurement Conference		October 30, 2024 (Wednesday 1:00 p.m)	Function Hall, RWO XI office & Via ZOOM	BAC & TWG
2. Advertisement	Days 1 to 8	October 31, 2024 (Thursday – November 7, 2024 (Thursday)	OWWA website, GEPS website, OWWA Facebook page and OWWA XI bulletin board	Secretariat
3. Issuance of Bidding Documents	Day 9 to 22	November 8, 2024 (Thursday) – November 21, 2024 (Thursday)	AFU 3 rd Floor, OWWA RWO XI office or thru courier or email	Secretariat
4. Pre-Bid Conference	Day 7	November 6, 2024 1:30 pm Friday	Function Hall, RWO XI office & Via ZOOM Via ZOOM	BAC & TWG
5. Deadline of Submission of Eligibility & Bid Envelopes	Day 22	November 21, 2024 11:00 am (Wednesday)	Function Hall, RWO XI office & Via ZOOM	BAC & TWG
6. Eligibility Check and Bid Opening	Day 22	November 21, 2024 1:30 pm (Thursday)	Function Hall, RWO XI office & Via ZOOM	BAC & TWG
7. Evaluation of Bids and Determination of LCB	Day 22	November 21, 2024 3:00 p.m. (Thursday)	Function Hall, RWO XI office & Via ZOOM	BAC & TWG
8. Bid Evaluation and Post-Qualification of LCB	Day 23	November 22, 2024 (Friday)	TWG	TWG
9. Report on the result of Bid Evaluation and Post-Qualification of LCB	Day 23	November 22, 2024 1:30 pm (Friday)	Function Hall, RWO XI office & Via ZOOM	BAC & TWG
10. Approval of the Resolution	Day 23	November 22, 2024 (Friday)	Office of OIC RD	HOPE
11. Issuance of Notice of Award	Day 26	November 25, 2024 (Monday)	Office of OIC RD	HOPE
Contract Preparation & Signing	Day 27	November 26, 2024 (Tuesday)	Procurement	BAC / TWG / Secretariat
13. Approval of Contract	Day 28	November 27, 2024 (Wednesday)	Officer of OIC RD	HOPE
14. Issuance of Notice to Proceed	Day 29	November 28, 2024 (Thursday)	Procurement	BAC / Secretariat
15. Effective Date of Contract		November 2024 <i>*date of effectivity as worded in the NTP</i>	Office of OIC Director	HOPE