



Hon. Pedro Pierluisi Urrutia
Gobernador

Lcda. Karla G. Mercado Rivera
Administradora y Principal Oficial de Compras

Initials

FORMAL AUCTION INVITATION NO. 22J-10507

RELEASE DATE: JUNE 10, 2022

PURPOSE: NATIONAL GUARD VEHICLE MAINTENANCE SHOP AT GURABO

CONDITIONS AND REQUIREMENTS THAT BIDDERS MUST MEET

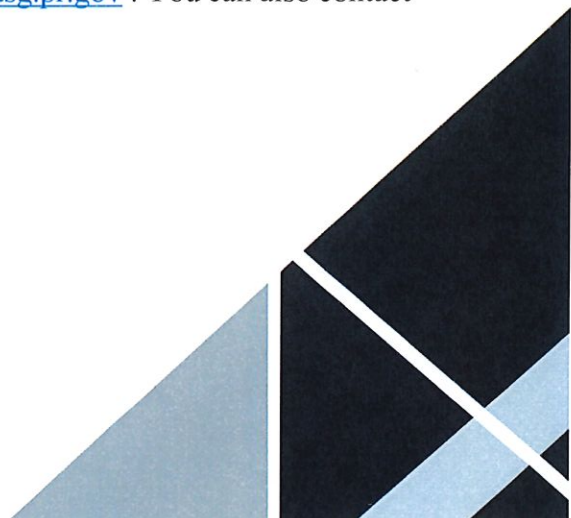
All persons, natural or legal, that meet the minimum requirements to establish a contract with the Government of Puerto Rico, are invited to participate in this Formal Auction. The requirements are established in the Chapter V of Act No. 73-2019, as amended, known as the "General Services Administration for the Centralization of Government of Puerto Rico Procurement Act of 2019", as well as, in the Regulation No. 9230 of November 19, 2020, as amended, known as the "Uniform Regulation for Purchases and Actions of Goods, Works, and Non-Professional Services of the General Services Administration of the Government of Puerto Rico". Bidders must meet the necessary requirements to contract with the Government of Puerto Rico, in accordance with current legal provisions.

BIDDING DOCUMENTS REQUEST

The Formal Auction Specifications and the Offeror Table must be downloaded from the web page of the Puerto Rico General Services Administration (hereinafter, "the GSA"), at Purchase Reform link: <http://www.asg.pr.gov/ReformaCompras/Pages/default.aspx#>. The documents may be downloaded free of charge. Any person interested in obtaining a physical copy of the Bidding Documents may visit, during the hours of 7:30a.m. to 3:30p.m. the Office of the Auction Board, located at the following address: Minillas Government Center, North Tower, 13th Floor, San Juan, Puerto Rico. Any questions related to this Formal Auction may be channeled through the GSA Auction Board through the following email address: preguntas@asg.pr.gov. You can also contact the phone number (787) 759-7676, extension 5018.

COMPULSORY PRE-AUCTION MEETING DATE
JUNE 14, 2022, at 11:00 am

COMPULSORY OCULAR INSPECTION DATE
JUNE 15, 2022 at 10:30 am



DEADLINE TO SUBMIT QUESTIONS DATE
JUNE 20, 2022 at 4:00 pm

BID SUBMISSION DATE
JULY 29, 2022 at 10:00 am

OPENING DATE
JULY 29, 2022 at 10:30 am

COMPULSORY PRE-AUCTION MEETING

The purpose of the pre-auction meeting will be to clarify to bidders any questions regarding the auction documents. An associate member of the Auction Board or his/her authorized representative will preside over the pre-auction meeting.

Any bidder or person interested in submitting a bid for the above-mentioned formal auction shall **COMPULSORILY** attend the pre-auction meeting. **Any bidder who submits a bid and has not appeared at the pre-auction meeting will be disqualified.**

The pre-auction meeting will be held virtually and may be accessed through the Puerto Rico General Services Administration (GSA)'s web page address: www.asg.pr.gov, under the "Procurement Reform" link. Once there, you must access the link of the auction of reference, which will provide the option of connectivity to the "Virtual Pre-Auction Meeting". When connecting to the Pre-Auction Virtual Meeting and prior to the start of the process, the bidder must register. **Any bidder accessing pre-auction meeting after it started, shall be disqualified.** The pre-auction meeting starts when the Auction Board or its authorized representative has completed the registration of attendance out loud.

Participants at this meeting shall observe rules and conduct that ensure respect and decorum. Loud comments; speaking out of order; addressing officials or other participants in a derogatory, aggressive or offensive manner; or any other conduct that results in altering the purpose of the meeting shall not be allowed. Any manifestation of inappropriate conduct by any bidder or person interested in participating in the formal auction process shall **constitute sufficient grounds for disqualification.**

The Auction Board reserves the right to convene one or more pre-auction meetings.

COMPULSORY OCULAR INSPECTION

The ocular inspection shall be held at the Puerto Rico Army National Guard (PRNG) facilities, located at State RD. 189 KM 5.5, Gurabo, PR. Any bidder or person interested in submitting a bid for the above-referenced formal auction shall **COMPULSORILY** attend the ocular inspection.



ADMINISTRACIÓN DE SERVICIOS GENERALES
Gobierno de Puerto Rico
PO Box 41249
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Bidders or interested persons must be punctual; any bidder or interested person who arrives at the ocular inspection after the end of the attendance register, shall not be able to participate in the same and it will be understood that he/she did not appear. Prior to the start of the site visit process, the Bidder's representative must register.

Failure of Bidders or persons to attend the on-site inspection, shall be sufficient cause for their disqualification.

METHOD OF SUBMITTING QUESTIONS

Bidders should send any questions or concerns regarding this auction to the following email address: preguntas@asg.pr.gov, using the document provided herein for that purpose.

DATE, TIME AND MANNER OF BID SUBMISSION

Bids must be submitted, **in the following two (2) ways:**

1. **Physically:** Office of the Auction Board, located at Centro Gubernamental Minillas, Torre Norte, 12th Floor, San Juan, Puerto Rico; **and,**
2. **Electronically:** ofertas@asg.pr.gov

Bidders who fail to submit their bids in compliance with the two (2) options, above stated, shall be disqualified. No bids will be accepted after the deadline date and time set herein.

The envelope or package where the physically submitted bid was enclosed, as well as the e-mail containing the bid to be submitted electronically, must be identified as follows: "Attention: Formal Auction Bid No. 22J-10507". In addition, both the envelope and package physically submitted as well as the e-mail shall include the following information:

- Name of Bidder
- Name of Bidder's authorized representative
- Bidder's mailing address
- Bidder's telephone number
- Bidder's e-mail address

Any unidentified bid shall be classified as regular mail. Under this circumstance, the Auction Board shall not be liable if the Bidder misses its opportunity to submit the bid on time, nor may it require its bid to be acknowledged or argue that it has been disclosed or opened prematurely.

The physically filed documents at the Office of the Auction Board, located at Centro Gubernamental Minillas, Torre Norte, 12th Floor, San Juan PR, **shall be considered as the official bid.** Upon receipt of the envelope or package, containing the bid, the Auction Board Office shall stamp the exact date and time it was received which shall constitute the official date and time of its delivery.



On the other hand, the e-mail **must include a true and exact copy of the bid documents that were physically delivered.** The date and time of receipt of the bid submitted by e-mail, shall be the date and time printed on the document. As an exception, the Auction Board may authorize the physical delivery of supplementary attachments that, due to the size of their contents, exceed the space available to be sent by e-mail.

If any natural event or special circumstance occur that causes the closing of the Auction Board and prevents the receipt of bids on the date and time indicated above, the bids shall be delivered on the day the Auction Board resumes its functions, at the time originally set forth, or at any other time that may be duly notified.

Bids received after the due date and time specified herein shall be returned to the Bidder informing it of its non-compliance with the conditions and its **disqualification**. The original envelope or package in which the bid was sent, or the email electronic receipt will be retained and made part of the auction file.

OPENING ACT DATE AND TIME

Any bidder or person interested in appearing at the opening act, **which will be held virtually**, may access the same through the GSA's web page, through the link (Procurement Reform). In addition, the bidder must access the link of the formal auction, which will provide the option of connectivity to the "Virtual Opening Act".

All bids submitted within the term provided for filing shall be under the custody of the Auction Board and **under no circumstances** shall they be opened until the date and time set for the opening act.

If the envelope or package is opened, tampered with or damaged, before the date of the opening ceremony and for reasons beyond the control of the Auction Board or the GSA. The Auction Board shall contact the concerned Bidder so that he may personally verify the envelope and the documents it contains and place them in another sealed envelope or sealed package, duly identified, and formally deliver the bid. The date of delivery shall be the date of the original receipt. The secretary of the Auction Board shall prepare a record of the incidents to which it shall attach the opened, damaged or tampered envelope or package, and the Bidder shall sign at the bottom of the record stating the date and time of the inspection of the opened, damaged, or tampered envelope or package.

The purpose of a public opening act is to allow interested parties to verify which bids were received, whether the bids submitted complied with the basic formal requirements and to know the amount of each bid. The opening act shall be conducted by an associate member of the Auction Board or his authorized representative.

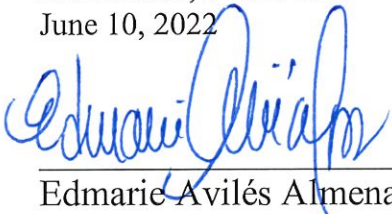
Any person appearing virtually at the opening ceremony shall observe the rules of conduct established by the Auction Board during the opening ceremony.



WARNINGS

- 1) Regardless of the stage it is in, when it serves the best interests of the Government of Puerto Rico. The GSA may order the partial or total cancellation of the formal auction, provided that it is prior to the formalization of the contract or the issuance of a purchase order.
- 2) The GSA may amend any invitation and/or formal auction bidding documents when it serves the best interests of the Government of Puerto Rico.
- 3) The Auction Board and the GSA shall faithfully comply with the public policy of preferential laws in their purchases.
- 4) The Bidder who is interested in having the percentage (%) of preference assigned, will submit the corresponding Resolution or supporting document of the preference invoked, which must be current and duly issued or granted by the Investment Board for Industry Puerto Rican, Puerto Rico Trade and Export Company or any other governing body. The document will be submitted by the Bidder together with his offer, otherwise it will not be considered. The Resolution and/or document accrediting the corresponding preference must provide the line or lines to which the preference applies.

In San Juan, Puerto Rico
June 10, 2022



Edmarie Avilés Almenas
Auction Board Secretary



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