**Republic of the Philippines**

**Philippines Ports Authority**

**Port Management Office of Negros Oriental/Siqujior**

DumagueteCity

**INVITATION TO BID**

The Philippine Ports Authority, through the Bids and Awards Committee for the Procurement of Goods and Services (BAC-PG) invites Janitorial Services Provider/Contractor to submit their eligibility requirements and bid documents and participate in the public bidding for the Procurement of Janitorial Services Including Supplies for PMO Negros Oriental/Siquijor CY 2016.

The Scope of Work involves the deployment of Eight (8) janitors: six (6) for assignment at the PMO Office and two (2) at the Terminal Office of Larena, Siquijor, and includes the supply of janitorial supplies.

The approved Budget for the Contract (ABC) is **ONE MILLION FOUR HUNDRED TWENTY SIX THOUSAND SIX HUNDRED SEVENTY FIVE PESOS AND ELEVEN CENTAVOS (P1,426,675.11).**

Prospective bidders should have at least five years experience in undertaking a similar project, with a single largest contract equivalent to at least fifty percent (50%) of the ABC, and should have key personnel available for the execution of the project. The Eligibility check/screening as well as the Preliminary Examination of Bids shall use a non-discretionary “pass/fail” criteria. Post-qualification of the lowest calculated bid shall be conducted.

All particulars relative to the eligibility statement and screening, Bid Security, Performance Security, Pre-bidding Conference(s), Evaluation of Bids, Post-qualification and Award of Contract shall be governed by the pertinent provision of R.A 9184 and its Implementing Rules and Regulations (IRR).

The Schedule of activities is listed as follows:

1. Issuance of Bid Documents

Bid documents can be secured from the BAC-PG Secretariat at the PPA, PMO Negros Oriental/Siquijor office, Port Area Area, Looc, Dumaguete City, starting **FEBRUARY 15, 2016** during office hours, upon submission of Letter of Intent and payment of a non-refundable amount of **FIVE THOUSAND PESOS (P5,000.00)** inclusive of VAT.

1. Pre-Bid Conference

The Pre-Bid Conference shall be on **FEBRUARY 22, 2016** at 3:00PM at the Conference Room of the Philippine Ports of Authority, Port Management Office of Negros Oriental/Siquijor, Port Area, Looc, Duumaguete City.

1. Submission of Bid Documents **shall not be later than 1:00PM of MARCH 8, 2016** to the Secretariat of the Bids and Award Committee. **Opening of Bids shall follow at 2:00 PM of the same day** at the PMO Negros Oriental Conference Room in the presence of the Bidder’s Representative.

The Authority reserves the right to reject any and all bids and to declare a failure of bidding or not to award the contract. Likewise, it assume no responsibility to compensate the bidders for any expenses incurred in the preparation of the bids.

**AL VICENTE P. VILLAHERMOSA**

Chairman, BAC-PG

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NOTED:

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