



**PORT MANAGEMENT OFFICE – ZAMBOANGA DEL NORTE**  
**Port Area, San Vicente, Dapitan City**

**INVITATION TO APPLY FOR ELIGIBILITY AND TO BID**

**FOR THE CARGO HANDLING SERVICES  
AT THE PORT OF SINDANGAN**

1. The Philippine Ports Authority (PPA), through the PMO-Zamboanga del Norte-Bids and Award Committee (BAC) For the Procurement of CH Services in the Port of Sindangan, invites potential bidders to submit Letters of Intent (LOI) and to apply for eligibility for the public bidding of the above mentioned cargo handling (CH) services. The CH Services to be bid shall include arrastre, stevedoring, **portage, roll-on roll-off and other related CH services** . The Contract for the aforesaid CH services shall be for a period of five **(5) years**.
2. Prospective bidders should have the paid-up capital, working capital, principal / key CH personnel, CH equipment and other minimum eligibility requirements stated in **the Instructions to Prospective Bidders**. The shipping companies shall not be eligible to participate in the said bidding, either as a sole bidder or as a member in a joint venture. However, individual stockholders of the shipping companies are allowed to be a member of a joint venture provided that the individual share holdings shall not exceed 5% nor the aggregate share holdings of all such stockholders shall exceed 10% of the total shares of the corporation that will be formed if it will be declared the winning bidder.
3. Interested prospective bidders must submit their Letters of Intent and Applications for Eligibility on or before **January 5, 2016 at 9:00 a.m.** at the BAC Office at the Philippine Ports Authority, Port Management Office of Zamboanga del Norte, Port of Dapitan, San Vicente, Dapitan City and secure the Eligibility Documents therefrom upon payment of a non-refundable fee in the amount of **Five Thousand Fives Pesos(Php5,000) (exclusive of VAT)**
4. Applications for Eligibility shall be evaluated using a non- discretionary pass/fail criterion in accordance with PPA Administrative Order No. 01-2006, as amended by PPA AO No. 03-2009, and is restricted to Filipino citizens or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines. Only those who are determined by the BAC as "Eligible" will be entitled and allowed to purchase the Bidding Documents and submit the corresponding bids. The bidder with the Highest Calculated Bid shall advance to the post-evaluation stage in order to finally determine its responsiveness as to eligibility and bidding requirements. The contract shall then be awarded to the Bidder with the Highest Calculated and Responsive Bid (HCRB) who was determined as such during the post evaluation process.

5. The schedule of bidding activities from the issuance of Eligibility Documents up to Opening of Bids is as follows:

<b>Bidding Activities</b>	<b>Date</b>	<b>Time</b>	<b>Place</b>
1. Issuance and Availability of Eligibility Documents	Dec. 23, 2015 to Jan. 5, 2016	8:00a.m. to 5:00p.m.	BAC, Secretariat Office, PPA, PMO-Zamboanga del Norte, Port of Dapitan, Dapitan City
2. Deadline for Submission of Eligibility Documents	Jan. 5, 2016	9:00 a.m.	BAC, Secretariat Office, PPA, PMO-Zamboanga del Norte, Port of Dapitan, Dapitan City
3. Opening of Eligibility Documents & Determination of Eligible Bidder	Jan. 5, 2016	9:00 a.m.	Conference Room, PPA, PMO-Zamboanga del Norte, Port of Dapitan, Dapitan City
4. Issuance and availability of Bidding Documents	Jan. 6-25, 2016	8:00a.m. to 5:00p.m.	BAC, Secretariat Office, PPA, PMO-Zamboanga del Norte, Port of Dapitan, Dapitan City
5. Pre-Bid Conference	January 13, 2016	9:00 a.m.	Conference Room, PPA, PMO-Zamboanga del Norte, Port of Dapitan, Dapitan City
6. Bid Opening	January 25, 2016	9:00 a.m.	Conference Room, PPA, PMO-Zamboanga del Norte, Port of Dapitan, Dapitan City

6. All bids must be accompanied by a bid security in the any of the following forms and amounts:

FORM OF BID SECURITY	<b>P 3,307,191.00</b> (TOTAL GROSS INCOME FROM CH OPERATIONS OF THE PORT FOR THE YEAR 2014)
Cash, certified check, cashier' check, manager's check, bank draft or irrevocable letter of credit	Php <b>33,071.91</b> One percent (1%)
Bank Guarantee	Php <b>49,607.87</b> One and a half percent (1 1/2%)

Surety Bond	Php <b>82,679.78</b> Two and a half percent (2 1/2%)
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7. Eligible Bidders may obtain further information and procure a complete set of Bidding Documents from the BAC Secretariat at PPA, PMO-Zamboanga del Norte, San Vicente, Dapitan City, telephone number (065)213-6595 upon presentation of the Notice of Eligibility and upon payment of a non-refundable fee of **Five Thousand Pesos (Php 5,000.00)**, exclusive of VAT, in cash or manager's check.
8. The PPA assumes no responsibility whatsoever to compensate or indemnify bidders of any expenses incurred in the preparation of their eligibility statements and of their bids.
9. The PPA reserves the right to reject any and all bids, declare a failure of bidding at any time prior to the contract award, or not to award the contract, without thereby incurring any liability, and make no assurance that a contract shall be entered into as a result of the bidding.

Name & Signature of Chairperson

**(SGD) ROSELLER T. DELORIA**  
Port Services Division Manager  
Chairperson  
Bids and Awards Committee(BAC)-CHO