PHILIPPINE PORTS AUTHORITY

INVITATION TO BID

FOR THE
PROVISION OF ADMINISTRATIVE AND TECHNICAL SUPPORT MANPOWER SERVICES
FOR
PPA, PMO-BOHOL FOR CY 2018

1. The ***PHILIPPINE PORTS AUTHORITY, PORT MANAGEMENT OFFICE OF BOHOL,*** through the *PPA Corporate Funds* intends to apply the sum of **EIGHT MILLION SEVEN HUNDRED SEVENTY SEVEN THOUSAND SEVEN HUNDRED NINETY FIVE PESOS AND 40/100 (Php 8,777,795.40),** being the Approved Budget for the Contract (ABC) to cover payments under the Contract for the ***Provision of Administrative and Technical Support Manpower Services for PPA, PMO-Bohol for CY 2018.***

   Bids received in excess of the ABC shall be automatically rejected at bid opening.

2. The PPA, PMO-BOHOL now invites Janitorial Service Providers/Contractors to bid for the **supply of sixty four (64) Administrative and Technical Support Manpower Personnel for PMO-Bohol.** The contract shall be **effective for a period of six (6) months (starting July 1, 2018 to December 31, 2018) for PMO-Bohol.** Bidders should have completed, within five (5) years from the date of submission and receipt of bids, a single contract that is similar to the Project with an amount equivalent to at least fifty percent (50%) of the ABC. The technical description of an eligible bidder is contained in the Bidding Documents, particularly in Section II, Instruction to Bidders.

3. Bidding will be conducted through **open and competitive bidding procedures using non-discretionary "pass/fail" criterion** as specified in the Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the "Government Procurement Reform Act".

   Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to Republic Act (RA) 5183 and subject to Commonwealth Act 138.

4. Interested Bidders may obtain further information from the *PHILIPPINE PORTS AUTHORITY, PORT MANAGEMENT OFFICE OF BOHOL,* Bids and Awards Committee for Procurement of Goods, through the Secretariat; and inspect the Bidding Documents at the address given below during *Mondays to Fridays from 8:00 A.M. to 5:00 P.M.*

Port Management Office of Bohol
Port Area, Tagbilaran City, Bohol 6300 Philippines
Tel. No.: (038) 501.8138 Telefax No.: (038) 501.8969

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5. A complete set of Bidding Documents may be purchased by interested Bidders starting **May 25 to June 14, 2018** from the address given below and upon payment of a non-refundable fee of: ***Ten Thousand Pesos (Php10,000.00) inclusive of the 12% VAT.***

6. The *PPA, PMO-Bohol* will hold a **Pre-Bidding Conference on June 1, *2018, 9:00 AM at the Multi-Purpose Hall, PPA PMO-Bohol Administration Building, Port Area, Tagbilaran City, Bohol*. It shall be opened only to all interested parties who have purchased the Bidding Documents**.

7. **Bids and eligibility requirements must be properly bound, marked, sealed and delivered** to the address below on or before **9:00 AM of June 14, 2018**. All Bids must be accompanied by a **duly notarized Bid-Securing Declaration and Bid Security in any of the following acceptable forms and amount**:

Form of Bid Security	Amount of Bid Security (Equal to Percentage of the ABC)
(a) Cash or cashier's/manager's check issued by a Universal or Commercial Bank.	Two percent (2%)
(b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.	Two percent (2%)
(c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security	Five percent (5%)
(d) Any combination of the foregoing form	Proportionate to share of with respect to total amount of security

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Bid opening shall be on ***June 14, 2018 at 9:30 AM at the Multi-Purpose Hall, PPA PMO-Bohol Administration Building, Port Area, Tagbilaran City, Bohol***. Bids shall be opened in the presence of the Bidders' representatives, who choose to attend at the address below. **Late Bids shall not be accepted**.

8. The PPA, PMO-Bohol 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 award, without thereby incurring any liability to the affected bidder or bidders.

9. For further information, please refer to:

BAC Secretariat
PPA, PMO-Bohol
Port Area, Tagbilaran City, Bohol
Tel. Nos. (038) 501-8138
PPA website: www.ppa.com.ph
Fax No. (038) 501-8138/501-8969

RICHARD S. ELOPRE
Chairperson
Bids and Awards Committee
PPA, PMO-Bohol

Noted:

JAMES J. GANTALAO
Port Manager