



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY
PSA COMPLEX, EAST AVE., DILIMAN, QUEZON CITY

SECTION I. INVITATION TO BID

PROVISION OF JANITORIAL MANPOWER SERVICES

1. The Philippine Statistics Authority (PSA) through the authorized appropriations under the FY 2018 General Appropriations Act intends to apply the sum of *Nine Million Eight Hundred Ninety-Four Thousand Ninety-Four Pesos and Fifty-Six Centavos (P9,894,094.56)* being the Approved Budget for the Contract (ABC) to payments under the contract for the Provision of Janitorial Manpower Services. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The PSA now invites bids for the Provision of Janitorial Manpower Services for the PSA Central Offices for **three (3) years**. Delivery of the goods shall be in accordance with the Delivery Schedule under Section VI. Schedule of Requirements. Bidders should have completed within two (2) years from the date of Pre-Bid Conference (**27 April 2018**) at **2:30 p.m.**, contracts similar to the Project worth at least fifty percent (50%) of the ABC. The description of an eligible Bidder is contained in the Bidding Documents, particularly, in Section II. Instructions to Bidders (ITB).
3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the Implementing Rules and Regulations (IRR) of Republic Act (R.A.) No. 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 RA 5183 and subject to Commonwealth Act 138.

4. Interested Bidders may obtain further information from the PSA Bids and Awards Committee (BAC) Secretariat and inspect the Bidding Documents at the address given below during office hours from **9:00 a.m. to 4:00 p.m.**

A complete set of Bidding Documents may be purchased by interested Bidders on **18 April 2018 – 10 May 2018** from the address below and upon payment of a non-refundable fee in the amount of **Ten Thousand Pesos (P10,000.00)**. It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the PSA, provided that Bidders shall pay the non-refundable fee for the Bidding Documents not later than the submission of their bids.

5. The PSA will hold a Pre-Bid Conference on **27 April 2018, 2:30 p.m.** at the PSA Conference Room, 17th Floor, Cyberpod Centris Three, Eton Centris, EDSA, Diliman, Quezon City, which shall be open to all interested parties.

6. Bids must be delivered to the address below on or before **11 May 2018 at 10:00 a.m.** All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in the ITB Clause 18.

Bid opening shall be on **11 May 2018, 10:00 a.m.** at the PSA Conference Room, 17th Floor, Cyberpod Centris Three, Eton Centris, EDSA, Diliman, Quezon City. Bids will be opened in the presence of the Bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.

7. The Bidders shall drop three (3) copies of their duly accomplished eligibility requirement, technical and financial proposals in two (2) separate sealed envelopes in the bid box located at the above-mentioned address.

8. The PSA 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:

PSA-BAC Secretariat
Philippine Statistics Authority
11th Floor, Cyberpod Centris One,
Eton, Centris, EDSA, Diliman,
Quezon City
Telephone No. 374-8281
Email address: F.Teves@psa.gov.ph

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