

**INVITATION TO BID FOR THE
EARLY PROCUREMENT OF SECURITY SERVICES
FOR CY 2022
(P.B. NO. 2021- 001)**

1. The PHILIPPINE STATISTICS AUTHORITY-NATIONAL CAPITAL REGION, through the 2022 General Appropriation Fund (General Fund) intends to apply the sum of **Seven Million Two Hundred Sixty-One Thousand Seven Hundred Eighty-Five Pesos and 78/100 (7,261,785.78)** being the proposed ABC to payments under the contract for the *Early Procurement of Security Services for CY 2022* consisting of, among others *Fourteen (14) Security Guards, under P.B No. 2021-001*. Bids received in excess of the ABC shall be automatically rejected at bid opening.

The Contract to be awarded shall be subject to:

[a] existing DBM Guidelines on Cash-Based Budgeting (NBC No. 583 dated 4 January 2021) and other relevant regulations. Accordingly, the contract period shall commence one (1) day from the exact times specified in the Notice to Proceed and terminate on 31 December 2022. In the event that the resulting contract period is less than twelve (12) months, the annual financial bid of the SCRB or LCRB shall be divided by twelve (12) to arrive at the monthly fee for the security services, which shall not exceed the foregoing ABC divided by twelve (12); and

[b] GPPB Guidelines on the implementation of Early Procurement Activity (GPPB Circular 06-2019) which provides that this contract may only be awarded upon the approval and effectivity of the 2022 GAA or the reenacted budget and the ABC therefor remains without any reduction. In the event that the amount authorized for this procurement has been reduced, the project may still be awarded to the recommended winning bidder if the contract price is within the amount authorized in the GAA or the reenacted budget.

2. The PSA-NCR now invites bids for the Early Procurement of Security Services for a period of twelve months. Delivery of the Goods is required within one (1) day from the exact times specified in the Notice to Proceed upon receipt of the Notice to Proceed. Bidders should have completed, within three (3) years from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instructions to Bidders.
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 (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 RA 5183 and must be duly registered as a Platinum member of Philippine Government Electronic Procurement System (PhilGEPS).

4. Prospective Bidders may obtain further information and inspect the Bidding Documents during office hours at 8:00 A.M to 5:00 P.M from ROBAC Secretariat, c/o Mr. Richard P. Tolentino, Philippines Statistics Authority-National Capital Region, 9th Floor EDSA Grand Residences, 75 Corregidor St. corner EDSA, Brgy, Ramon Magsaysay, Quezon City, with telephone numbers 8-937-7738/ 8-362-6047.
5. A complete set of Bidding Documents may be acquired by interested Bidders following the same schedule for the inspection of Bidding Documents from the stated address and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **TEN THOUSAND PESOS (Php10,000.00)**.

It may also be downloaded free of charge from the website of the Philippine Electronic Procurement System (PhilGEPS) and the website of Procuring Entity(www.philgeps.gov.ph), provided that Bidders shall pay the nonrefundable fee for the Bidding Documents not later than the submission of their bids.

6. The PHILIPPINE STATISTICS AUTHORITY-NATIONAL CAPITAL REGION will hold a **Pre-Bid Conference on 24 November 2021 at 10:00 A.M.**, at the 9th Floor, PHILIPPINE STATISTICS AUTHORITY- NATIONAL CAPITAL REGION, 75 Corregidor St corner EDSA, EDSA Grand Residences, Bago Bantay, Quezon City which shall be open to prospective bidders.

Interested bidders may attend the Pre-Bid Conference via Zoom, which link shall be provided a day before the said conference. A pre-registration of at least three (3) calendar days before the date of the pre-bid conference shall be required to all interested bidders in order to access the video conference and to participate further in the activity as scheduled. Those interested bidders must provide complete information in the Google Forms which may be accessed via this link: <https://bit.ly/prebidpsanqr>.

7. Bids must be duly received by the ROBAC Secretariat in the above-mentioned address on or before the Deadline for Submission of Bids on **December 6, 2021 at 5:00 PM**. Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause 14**.

9. Bid Opening shall be on **December 7, 2021, 10:00 A.M** at the given address above. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

After the opening and evaluation of bids, the ROBAC, its staff and personnel, Secretariat and Technical Working Group (TWG), as well as Observers are prohibited from making or accepting any communication with any bidder regarding the evaluation of their bids until issuance of Notice of Award (NOA). However, the ROBAC, through its Secretariat, may ask in writing the bidder for clarification of its request in writing. All responses to requests for clarification shall be in writing.

10. The PHILIPPINE STATISTICS AUTHORITY-NATIONAL CAPITAL REGION reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

11. For further information, please refer to:

RICHARD P. TOLENTINO

ROBAC SECRETARIAT

PHILIPPINE STATISTICS AUTHORITY

NATIONAL CAPITAL REGION

9th Floor EDSA Grand Residences, 75 Corregidor St., Corner EDSA

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Email Address: psa.ncr.robac@gmail.com


ELMOR G. BARROQUILLO
ROBAC CHAIRPERSON

