

INVITATION TO APPLY FOR ELIGIBILITY AND TO BID

The Bureau of the Treasury (BTr), through the Bids and Awards Committee (BAC), invites suppliers to apply for eligibility and to bid for the Supply of Labor and Materials for Janitorial Services.

Name of the Project : SUPPLY OF LABOR AND MATERIALS FOR JANITORIAL SERVICES

Approved Budget for the Contract (ABC) : Php5,550,000.00 inclusive of all applicable taxes

Delivery Schedule : Thirty (30) calendar days from receipt of Notice to Proceed

Scope of Work: The contractor shall provide thirty one (31) Janitors and one (1) Supervisor who will maintain the cleanliness and sanitation of all premises occupied by the BTr from Ground, 2nd, 3rd, 4th, 6th floors of the Palacio del Gobernador including the Ayuntamiento premises.

Prospective bidders must have at least five (5) years experience in the business and must not be “blacklisted” or barred from bidding by the Government or any of its agencies, offices corporations or LGUs for the past three (3) years. The amount of completed contract, singly or an aggregate of two (2) completed contracts that is similar to the goods/services to be bid, must be at least 50% of the approved budget of the proposed goods/services for bidding and must at least meet the minimum requirements of the goods/services to be procured as stated in the Technical Specifications/Instructions to Bidders (ITB) of the bidding documents. The bidding documents can be obtained from the Office of the BAC Secretariat on the place and dates as mentioned below.

The Eligibility Check/Screening as well as the Preliminary Examination of Bids shall use the non- discretionary “pass/fail” criteria.

All particulars relative to Eligibility Statement and Screening, Bid Security, Performance Security, Pre-Bidding Conference, Evaluation of Bids, Post-Qualification and Award of Contract shall be governed by the pertinent provisions of R.A. 9184 and its Implementing Rules and Regulations (IRR).

The schedule of activities are as follows:

ACTIVITY	SCHEDULE
1. Issuance of Bidding Documents (upon payment of non-refundable amount of 0.001 of the ABC)	July 6 – 16, 2009 Rm. 412, 4 th Floor, BTr Palacio del Gobernador Intramuros, Manila
2. Pre-bid Conference	July 16, 2009 9:30 a.m. Rm. 401, BTr Palacio del Gobernador Intramuros, Manila
3. Submission and Opening of Bids	July 29, 2009 9:30 a.m. Rm. 401, BTr Palacio del Gobernador Intramuros, Manila
4. Bid Evaluation & Post Qualification	August 3 – 5, 2009
5. Issuance of Notice of Award	August 6, 2009
6. Contract Signing & Issuance of Notice to Proceed	August 7, 2009

The BTr BAC reserves the right to reject documents which do not comply with the requirements, waive any formalities of documents or consider any submission of documents as substantial compliance, reject any and all bids, declare a failure of bidding, annul the bidding process, or not award the contract, without thereby incurring any liability to the affected bidder or bidders if the funds/allotment for the program/project/activity has been withheld or reduced through no fault of the procuring entity.

The BAC assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of the bid.

ATTY. GISELA F. LOOD
Chairperson, BAC

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