

# INVITATION TO BID FOR THE PROCUREMENT OF JANITORIAL SERVICES

1. The Presidential Communications Operations Office (PCOO), through the Government of the Philippines General Appropriation Act of 2013 intends to apply the sum of *One Million One Hundred Thirty Nine Thousand Pesos* (Php 1,139,000.00) being the Approved Budget for the Contract (ABC) to payments under the contract for the Procurement of Janitorial Services. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The PCOO now invites bids for the Supply of Janitorial Services. Delivery of the Goods is required on or before October 10, 2013. Bidders should have completed, within September 05, 2013 – September 12, 2013 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 open to all interested bidders, whether local or foreign, subject to the conditions for eligibility provided in the IRR of RA 9184.

4. Interested bidders may obtain further information from PCOO-Property and Supply Section and inspect the Bidding Documents at the address given below during 8:00 a.m. to 5:00 p.m.

A complete set of Bidding Documents may be purchased by interested Bidders on September 5-12, 2013 from the address below and upon payment of a nonrefundable fee for the Bidding Documents in the amount of Php 2,000.00.

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

5. The PCOO-Property and Supply Section will hold a Pre-Bid Conference on September 13, 2013 at 10:00 am at the Conference Room, 4<sup>th</sup> Floor, New Executive Buidling, J.P. Laurel St., Malacañang, San Miguel, Manila which shall be open only to all interested parties who have purc hased the Bidding Documents.

6. Bids must be delivered to the address below on or before September 25, 2013 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 **ITB Clause 18**.

Bid opening shall be on September 25, 2013 at 10:01 am at the Conference Room, 4<sup>th</sup> Floor, New Executive Buidling, J.P. Laurel St., Malacañang, San Miguel, Manila. 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 PCOO 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.
8. For further information, please refer to:

**Melba V. Manaog**

Property & Supply Section

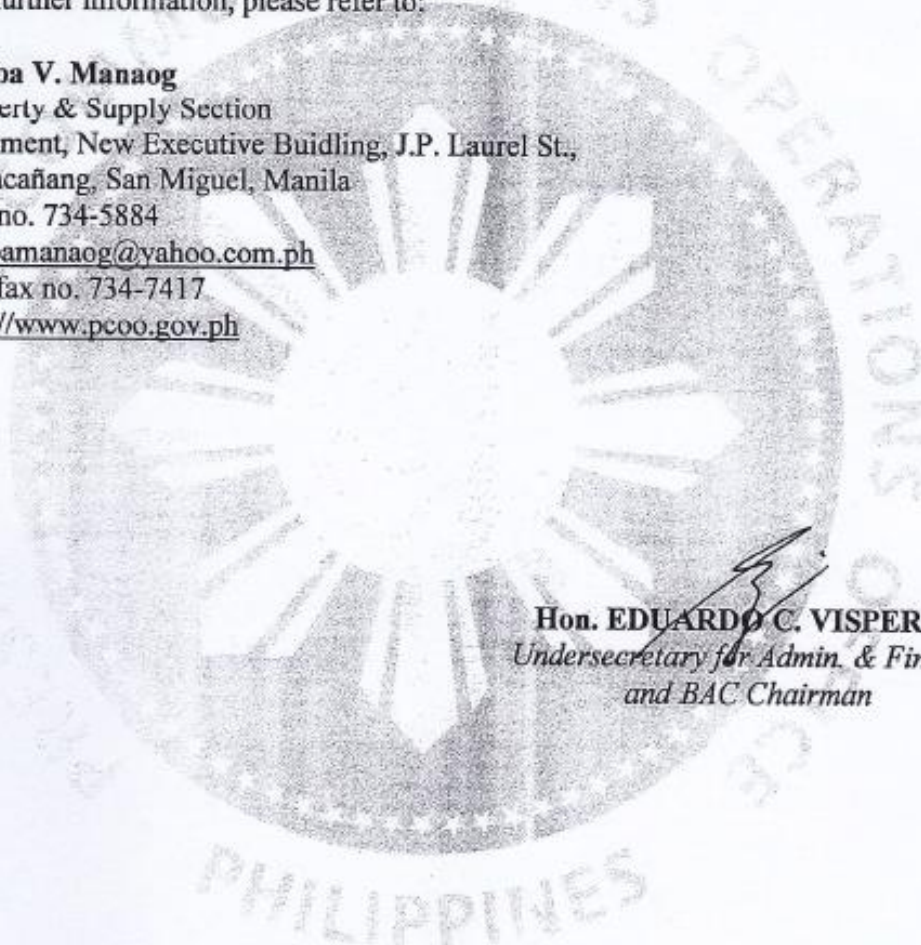
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