



## Philippine Economic Zone Authority

Roxas Boulevard corner San Luis St., Pasay City

Telefax No. 551-9587

e-mail: bac@peza.gov.ph

website: www.peza.gov.ph

### INVITATION TO BID FOR THE JANITORIAL, MESSENGER, & OTHER MANPOWER REQUIREMENTS OF PEZA (PEZA-HO-2012-06)

1. The Philippine Economic Zone Authority (PEZA), through its Corporate Operating Budget for CY 2012 intends to apply the sum of Nine Million Four Hundred Ninety Three Thousand Eight Hundred Fourteen & 52/100 Pesos Only (PhP 9,493,814.52) being the Approved Budget for the Contract (ABC) to payment under the contract for the Janitorial, Messenger, and Other Manpower Requirements of PEZA. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The PEZA now invites bids to provide one (1) Supervisor; eleven (11) Clerks; six (6) Messengers; two (2) Building Maintenance; and twenty eight (28) Janitors. Delivery of the Goods is required for one (1) year which may be extended/renewed to a maximum of three (3) years. 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".

In addition, 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 PEZA and inspect the Bidding Documents at the address given below from 8:00 a.m. to 5:00 p.m.
5. A complete set of Bidding Documents may be purchased by interested Bidders on 05 July 2012 from the address below and upon payment of a nonrefundable fee for the Bidding Documents in the amount of PESOS: Five Thousand Only (PhP 5,000.00).

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

6. The PEZA will hold a Pre-Bid Conference on 17 July 2012, 2:00 p.m. at the PEZA Social Hall, 6<sup>th</sup> Floor, PEZA Building, Roxas Boulevard corner San Luis St., Pasay City, which shall be **open only to all interested parties who have purchased the Bidding Documents.**
7. Bids must be delivered to the address below on or before 11:00 a.m. of 31 July 2012. 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 31 July 2012, 2:00 p.m. at the PEZA Social Hall, 6<sup>th</sup> Floor, PEZA Building, Roxas Boulevard corner San Luis St., Pasay 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.
8. In case any of the above dates is declared as a special non-working holiday, it will be automatically reset on the next working day.
9. The PEZA 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.
10. For further information, please refer to:

Philippine Economic Zone Authority  
Bids and Awards Committee Secretariat  
3<sup>rd</sup> Floor, Roxas Boulevard corner San Luis St., Pasay City  
Email: **bac@peza.gov.ph**  
Telefax No. 551-9587  
Tel. No. 891-6444 local 312  
**www.peza.gov.ph**

**(Sgd.) J. PORFIRIO LL. YUSINGCO**  
BAC Chairperson