



Philippine Economic Zone Authority

Invitation to Bid

JANITORIAL AND GROUND MAINTENANCE SERVICES FOR PEZA-BCEZ

1. The Philippine Economic Zone Authority-Baguio City Economic Zone (PEZA-BCEZ), through its Corporate Budget for the CY 2015 intends to apply the sum of One Million Six Hundred Fifty - Three Thousand Nine Hundred Seven Pesos and 8/100 (1,653,907.08) per annum being the Approved Budget for the Contract (ABC) to payments under the contract for the Janitorial and Ground Maintenance Services for PEZA-BCEZ. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *PEZA-BCEZ* now invites bids for the Janitorial and Ground Maintenance Services for PEZA-BCEZ. Delivery of the Goods is required *for Two (2) years contract duration*. 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”.
4. 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.
5. Interested bidders may obtain further information from *PEZA-BCEZ BAC Secretariat* and inspect the Bidding Documents at the address given below from Monday to Friday; *8:00 am – 5:00 pm*.
6. A complete set of Bidding Documents may be purchased by interested Bidders on **December 01 - 22, 2014** from the address below and upon payment of a nonrefundable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Five Thousand Pesos Only (PhP 5,000.00).

7. 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.
8. **The PEZA-BCEZ will hold a Pre-Bid Conference on December 09, 2014 at 2:00 pm at the BCEZ Administration Building, 3rd floor, Conference Room**, which shall be open to all interested parties who have purchased the Bidding Documents.
9. **Bids must be delivered to the address below on or before December 22, 2014 at 2:00 pm at PEZA-BCEZ Administration Building.** All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 18.
10. **Bid opening shall be on December 22, 2014 at 2:30 pm at PEZA-BCEZ Administration Building.** 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.
11. 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.
12. The PEZA-BCEZ 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.

PEZA-BCEZ

Bids and Awards Committee Secretariat

Zone Administration Building,

Baguio City Economic

Loakan Road, Baguio City

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(Sgd.) ENGR. PAUL M. CODAMON
BAC Chairman