



# Philippine Economic Zone Authority

## INVITATION TO BID SUPPLY AND DELIVERY OF MANPOWER, TOOLS AND EQUIPMENT FOR THE JANITORIAL SERVICES REQUIREMENT OF MACTAN ECONOMIC ZONE

1. The Philippine Economic Zone Authority (PEZA), through the Corporate Operating Budget 2016 intends to apply the sum of **Php1,885,054.92** being the Approved Budget for the Contract (ABC) to payments under the contract for the **Supply and Delivery of Manpower, Tools, and Equipment for the Janitorial Services Requirement of Mactan Economic Zone**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The PEZA now invites bids for the **Supply and Delivery of Manpower, Tools, and Equipment for the Janitorial Services Requirement of Mactan Economic Zone**. Delivery of the Goods is required within ten (10) days from the receipt of the Notice to Proceed, and is required for one (1) year which may be extended / renewed for one (1) more year. Bidders should have completed, within three (3) years from the date of submission and receipt of bids, a contract similar to the Project equivalent to at least fifty percent (50%) of the ABC. 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.

4. Interested bidders may obtain further information from PEZA and inspect the Bidding Documents at the address given below during 8:00 AM to 5:00 PM; Monday to Friday.

A complete set of Bidding Documents may be acquired by interested Bidders on **06 September 2016** from the address below and upon payment of a nonrefundable fee for the Bidding Documents in the amount of **Php1,000.00**.

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.

5. The PEZA will hold a **Pre-Bid Conference** on **14 September 2016**; 2:00 PM at the Conference Room, 2/f PEZA Administration Building, Mactan Economic Zone, Lapulapu City, which shall be open only to all interested parties who have purchased the Bidding Documents.
6. Bids must be delivered to the address below on or before **26 September 2016**; 2:00 PM. 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 **26 September 2016**; 2:00 PM at the Conference Room, 2/f PEZA Administration Building, Mactan Economic Zone, Lapulapu 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.

7. If any of the above date is declared a special non-working holiday, the schedule will automatically be reset on the next working day.
8. 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. For further information, please refer to:

### PEZA MEZ Bids and Awards Committee Secretariat

2/f PEZA Administration Building  
Mactan Economic Zone, Lapulapu City  
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### Mactan Economic Zone

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Atty. Rufino Raulfo Z. San Juan IV  
MEZ BAC Chairperson

