

INVITATION TO BID

JANITORIAL AND CLERICAL MANPOWER SERVICES AT THE CAVITE ECONOMIC ZONE (PEZA-CEZ 19-05-003)

1. The PHILIPPINE ECONOMIC ZONE AUTHORITY-CAVITE ECONOMIC ZONE (PEZA-CEZ), through its Corporate Operating Budget for CY 2019 intends to apply the sum of **Pesos: Three Million Eight Hundred Eighty-Four Thousand Four Hundred Ninety Eight and 80/100 Only (₱3,884,498.80)** being the Approved Budget for the Contract (ABC) to payments under the contract for the “**Janitorial and Clerical Manpower Services at the Cavite Economic Zone**”. Bids received in excess of the ABC shall be automatically rejected at the bid opening.
2. The PEZA-CEZ now invites bids from eligible bidders for the supply of all the necessary manpower (**22 personnel**), equipment, tools, uniform, and sweeping accessories in carrying out and executing the project to ensure total and absolute cleanliness as well as the maintenance of CEZ utilities and facilities for a period of **One (1) year**. Bidders should have completed, within the last **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 non-discretionary pass/fail criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act 9184 (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, 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.

4. Interested bidders may obtain further information from PEZA-CEZ BAC Secretariat and inspect the Bidding Documents at the address given below during Monday to Friday from 8:00 a.m. to 5:00 p.m.
5. A complete set of Bidding Documents may be purchased by interested Bidders starting **May 24, 2019** from the address below and upon payment of a non-refundable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Five Thousand Pesos Only (₱5,000.00)**.

It may also be downloaded from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of PEZA-CEZ, provided that Bidders shall pay the non-refundable fee for the Bidding Documents not later than the submission of their bids.

6. The PEZA-CEZ will hold a **Pre-Bid Conference** on **June 3, 2019, 2:30 pm** at 2nd Floor, Function Room, New Administration Building, Cavite Economic Zone, Rosario, Cavite which shall be open to all interested parties.
7. Bids must be duly received by the BAC Secretariat at the 1st Floor, BAC Secretariat, New Administration Building, Cavite Economic Zone, Rosario, Cavite on or before **2:00 p.m.** of **June 17, 2019**. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 18. ***Bids submitted beyond 2:00 p.m. will be disqualified to join the bidding process.***

Bid opening shall be on **June 17, 2019, 2:30 p.m.** at 2nd Floor, Function Room, New Administration Building, Cavite Economic Zone, Rosario, Cavite. 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 any case the above dates is declared a special non-working holiday, it will automatically be reset on the next working day.
9. The PEZA-CEZ reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
10. For further information, please refer to:

Phil. Economic Zone Authority-Cavite Economic Zone
Bids and Awards Committee Secretariat
1/F New Administration Bldg., CEZ, Rosario, Cavite
Tel./Fax No. (046) 437-6060
Email: cezbac@peza.gov.ph
Website: www.peza.gov.ph

LEVI D. VIZMANOS
Chairperson, CEZ-BAC