



REPUBLIC OF THE PHILIPPINES
BUREAU OF LOCAL GOVERNMENT FINANCE
DEPARTMENT OF FINANCE

8th Floor EDCP Building, Bangko Sentral ng Pilipinas Complex
Roxas Boulevard, Manila 1004 * Telefax Nos. 527-2780 / 527-2790
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INVITATION TO BID
Security and Janitorial Services

1. The **Bureau of Local Government Finance-Department of Finance (BLGF-DOF)**, through the BLGF Budget, R.A. No. 9524 intends to apply the sum of **Three Million Five Hundred Thousand Pesos (₱3,500,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for Security and Janitorial Services. Bids received in excess of the ABC shall be automatically rejected at bid opening. Late bids will be rejected.
2. The Bureau of Local Government Finance-Department of Finance (BLGF-DOF) now invites bids for Security and Janitorial Services, to wit;

Particulars	Security Services for CY 2015	Janitorial Services for CY 2015
Approved Budget for the Contract	Php 1,500,000.00	Php 2,000,000.00
Description	6 Security Guards	10 Janitors

The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instructions to Bidders.

3. Pursuant to the Implementing Rules & Regulations (IRR) of Republic Act No. 9184 (RA No. 9184) otherwise known as the "Government Procurement Reform Act", Appendix 14, the contract period shall be for three (3) years starting from the issuance of Notice to Proceed. The ABC stated above is for the first year only.
4. Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the IRR of RA 9184.
5. Interested bidders may obtain further information from the BAC and inspect the Bidding Documents at the address given below during 8:00am to 5:00pm, Monday to Friday.
6. A complete set of Bidding Documents may be purchased by interested Bidders on **May 11, 2015 to June 9, 2015** from the address below and upon payment of a nonrefundable fee for the Bidding Documents in the amount of **Five Thousand Pesos (₱5,000.00)**. The method of payment will be in the form of cash. The Bidding Documents shall be received personally by the prospective Bidder/s or authorized representative/s.

It may also be viewed at the website of the Procuring Entity, provided that Bidders shall pay the nonrefundable fee for the Bidding Documents not later than the deadline of submission of their bids.

7. The BLGF-BAC will hold a Pre-Bid Conference on **May 28, 2015, 2:00pm** at 8th Floor, EDPC Bldg., BSP Complex, Roxas Blvd., Manila , which shall be open only to all interested parties who have purchased the Bidding Documents.
8. Bids must be delivered to the address below on or before **June 9, 2015 at 2:00pm**. All Bids must be accompanied by a Bid Security equivalent to two (2%) percent of the ABC in the form of cash or cashier's/manager's check, bank draft/guarantee or irrevocable letter credit issued by a Universal or Commercial Bank or five percent (5%) of the ABC in the form of Surety Bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security and any combination of the foregoing.
9. Bid opening shall be on **June 9, 2015 at 2:00pm** at BLGF Conference Room, 8th Floor, EDPC Bldg., BSP Complex, Roxas Blvd., 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.
10. The BLGF-BAC 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.
11. For further information, please refer to:

Ms. ELENITA A. LORENZO

BLGF-BAC Secretariat

Bureau of Local Government Finance-Department of Finance

8th Floor, EDPC Bldg., BSP Complex, Roxas Blvd., Manila

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ATTY. SALVADOR M. DEL CASTILLO
OIC- Executive Director