



Republic of the Philippines  
 DEPARTMENT OF FINANCE  
**BUREAU OF LOCAL GOVERNMENT FINANCE**  
 8<sup>th</sup> Floor EDC Building, BSP Complex, Roxas Boulevard, 1004 Manila  
 www.blgf.gov.ph | central@blgf.gov.ph | +63 2 527 2780 / 527 2790

**Bid Bulletin No. 01-2018**  
**Janitorial Services**  
**Pre-bid Conference**  
**November 21, 2018**

This Bid Bulletin is being issued to supplement/modify/amend the provisions contained in the bidding documents.

The following items in the Bidding Documents for the Supply of Janitorial Services for the Bureau of Local Government Finance (BLGF) are hereby supplemented/modified/amended:

PROCUREMENT TIMELINES			
FROM		TO	
Procurement Activity	Operational Timeline	Procurement Activity	Operational Timeline
Deadline of Submission and Receipt of Bids	Dec. 3, 2018	<b>Deadline of Submission and Receipt of Bids</b>	<b>Dec. 11, 2018 12:00 noon</b>
Bids Opening	Dec. 3, 2018	<b>Bids Opening</b>	<b>Dec. 12, 2018 9:00 a.m.</b>
Bid Evaluation	Dec. 4-6, 2018	<b>Bid Evaluation</b>	<b>Dec.13, 2018</b>
Post-Qualification	Dec. 7 & 10, 2018	<b>Post-Qualification</b>	<b>Dec. 14 &amp; 17, 2018</b>
Approval of Resolution/Issuance of Notice of Award	Dec. 11-14, 2018	<b>Approval of Resolution/Issuance of Notice of Award</b>	<b>Dec. 18, 2018</b>
Contract preparation and signing	Dec. 17-20, 2018	<b>Contract preparation and signing</b>	<b>Dec. 19, 2018</b>
Approval of contract by higher authority and Issuance of Notice to Proceed	Dec. 21 – 28, 2018	<b>Approval of contract by higher authority and Issuance of Notice to Proceed</b>	<b>Dec. 21, 2018</b>
INVITATION TO BID			
FROM		TO	
6. A complete set of Bidding Documents may be purchased by interested Bidders on Nov. 14-20, 2018 from the address below and upon payment of a nonrefundable fee for the Bidding Documents in the amount of Philippine Pesos Five Thousand (Php5,000.00)		<b>6. A complete set of Bidding Documents may be purchased by interested Bidders on <u>Nov. 21 – Dec. 11, 2018 at 12:00 noon</u> from the address below and upon payment of a nonrefundable fee for the Bidding Documents in the amount of Philippine Pesos Five Thousand (Php5,000.00)</b>	

TECHNICAL PARAMETERS	
FROM	TO
Stability of the Company a) Years of Experience - Has been in the business for five (5) years	Stability of the Company a) Years of Experience - Has been in the business for three (3) years
SCOPE OF WORK	
<b>II. PERSONNEL</b> 1. For the performance of foregoing maintenance and sanitation job, the Contractor shall furnish the BLGF with ten (10) janitors at all times who shall undertake the forgoing janitorial and sanitation work, all of whom should be healthy, reliable, professionally trained and carefully selected provided with proper uniform and ID cards which they shall wear at all times while performing their duties.	<b>II. PERSONNEL</b> 1. For the performance of foregoing maintenance and sanitation job, the Contractor shall furnish the BLGF with <u>eight (8) janitors</u> at all times who shall undertake the forgoing janitorial and sanitation work, all of whom should be healthy, reliable, professionally trained and carefully selected provided with proper uniform and ID cards which they shall wear at all times while performing their duties.

For guidance and information of all concerned.

  
**ATTY. FLOSIE F. FANLO-TAYAG, CESO IV**  
 Vice-Chairperson  
 BLGF Bids and Awards Committee