



Republic of the Philippines
DEPARTMENT OF FINANCE
BUREAU OF LOCAL GOVERNMENT FINANCE
8th Floor EDPC Building, BSP Complex, Roxas Boulevard, 1004 Manila
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INVITATION TO BID JANITORIAL SERVICES FOR CY 2019

1. The Bureau of Local Government Finance (BLGF), through the National Expenditure Program (NEP) of CY 2019 intends to apply the sum of **Two Million Two Hundred Seventy Thousand Pesos (Php2,270,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the provision of Janitorial Services for the period of one (1) year (January 1, 2019 – December 2019). Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The BLGF now invites bids for the provision of Janitorial Services for the period from January 1, 2019 to December 31, 2019. Bidders should have completed, within the past 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. Instruction 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 the BLGF Bids and Awards Committee (BAC) Secretariat and inspect the Bidding Documents at the address given below during office hours from **8:00 a.m. to 5:00 p.m.** from Monday to Friday.
6. A complete set of Bidding Documents may be purchased by interested Bidders on November 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)**.

It may also be downloaded free of charge from the websites 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.

7. The BLGF will hold a Pre-Bid Conference on **November 21, 2018, 10:00 a.m.**, at 8th Floor, EDPC Bldg., BSP Complex, Malate, Manila, which shall be open to prospective bidders. To ensure completeness and compliance of bids, bidders are advised to send not more than two (2) technical and/or administrative representatives who will prepare the bidding documents.

8. Bids must be duly received by the BAC Secretariat at the address above-mentioned on or before **December 3, 2018, 12:00 noon**. 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 **December 3, 2018, 1:00 p.m.**, at the address above-mentioned. 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.

9. The BLGF 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 No. 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders. It also assumes no responsibility whatsoever to compensate or indemnify any bidder for expenses incurred in the preparation of bid.

10. For further information, please refer to:

BLGF- BAC Secretariat
8th Floor, EDPC Bldg., BSP Complex,
Malate, Manila
Tel. No. 522-8772
Tel. Fax No. 527-2780


ENGR. JOSE ARNOLD M. TAN, CESO V
BAC Chairperson