



INVITATION TO BID FOR THE PROCUREMENT OF JANITORIAL SERVICES FOR THE PERIOD APRIL 1, 2025 TO DECEMBER 31, 2025

1. The Bureau of Local Government Finance, through the General Funds of the Fiscal Year 2025 intends to apply the sum of **Two Million Sixty-Four Thousand Five Hundred Sixty-Nine and 51/100 (₱2,064,569.51)** being the ABC to payments under the contract for the Procurement of Janitorial Services/IB 001-2025. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The Bureau of Local Government Finance now invites bids for the above Procurement Project. Delivery of the Services is required by April 1, 2025 to December 31, 2025. Bidders should have completed, within 2019-2024 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 a non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

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 No. 5183.

4. Prospective Bidders may obtain further information from the Bureau of Local Government Finance and inspect the Bidding Documents at the 8th Floor EDPC Building, BSP Complex, Roxas Boulevard, Malate, Manila, during office hours 8:00 A.M. to 4:00 P.M.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **February 12, 2025**, during office hours, **8:00 AM to 5:00 PM**, from the given address at the BLGF Central Office, and in the websites of BLGF and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB amounting to **Five Thousand Pesos (₱5,000.00)**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees upon submission of bids.
6. The Bureau of Local Government Finance will hold a Pre-Bid Conference on February 20, 2025, at the BLGF Conference Room, 8th Floor EDPC Building, BSP Complex, Roxas Boulevard, Malate, Manila, which shall be open to prospective bidders.

7. Bids must be duly received by the BAC Secretariat, through manual submission at the office address indicated below. Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
9. Bid opening shall be on **March 4, 2025, 1:00 PM** at the **8th Floor EDPG Building, BSP Complex, Roxas Boulevard, Malate, Manila**. Thereafter, opening of bids will commence. Bidders may attend the opening of bids.
10. Submission and receipt of bids shall be on **March 4, 2025, until 11:00 AM** either at the designated area at the entrance of the Department of Finance or at the **8th Floor EDPG Building, BSP Complex, Roxas Boulevard, Malate, Manila**.
11. The Bureau of Local Government Finance 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 Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
12. You may visit the following websites:

For downloading of Bidding Documents: www.blgf.gov.ph or www.philgeps.gov.ph.

February 11, 2025



PASCUALITO V. LAPIÑA
Acting Deputy Executive Director
BAC Chairperson