

REPUBLIC OF THE PHILIPPINES
OFFICE OF THE PRESIDENT



**INVITATION TO BID FOR *JANITORIAL SERVICES FOR
THE COMMON USE SERVICE AREA***

1. The *John Hay Management Corporation (JHMC)*, through the 2016 JHMC Corporate Operating Budget intends to apply the sum of *Php 461,000.00* being the Approved Budget for the Contract (ABC) to payments under the contract for *Janitorial Services for Mile-Hi Center, Cantinetta, Starbucks and other areas*. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The JHMC now invites bids for *Janitorial Services for Mile-Hi Center, Cantinetta, Starbucks and other areas*. Delivery of the Goods is required *upon the receipt of the Notice to Proceed*. Bidders should have completed, within *five 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 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”.

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.

4. Interested bidders may obtain further information from *JHMC* and inspect the Bidding Documents at the address given below during *office hours 8:00 am to 5:00 pm, Mondays to Fridays*.

A complete set of Bidding Documents may be purchased by interested Bidders on *August 16 to September 04, 2016* from the address below and upon payment of a nonrefundable fee for the Bidding Documents in the amount of *Php 500.00*.

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

5. The JHMC will hold a Pre-Bid Conference on *August 24, 2016, 2:00 pm at the Conference Room, Bell House, Camp John Hay, Baguio City* which shall be open only to all interested parties who have purchased the Bidding Documents.
6. Bids must be delivered to the address below on or before *September 5, 2016, 9:30 am*. 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 *September 5, 2016, 10:00 am at the Conference Room, Bell House, Camp John Hay, Baguio City*. 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.

7. The *JHMC* 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.
8. For further information, please refer to:

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ENGR. BOBBY V. AKIA
Chairman, BAC for Goods