

## **INVITATION TO BID**

### **PROCUREMENT OF JANITORIAL SERVICES FOR CY 2020**

1. The John Hay Management Corporation, through the Corporate Operating Budget for CY 2020 intends to apply the sum of **One Million Nine Hundred Thousand Pesos (PhP1,900,000.00)** for janitorial services being the Approved Budget for the Contract (ABC) to payments **for a period of one (1) year.**

**The contract is for a maximum of three (3) years, renewable annually subject to an annual performance evaluation.**

Bids received in excess of the ABC shall be automatically rejected during the Bid opening.

| <b>PAP CODE</b> | <b>PROCUREMENT</b>                             | <b>ABC</b>       | <b>COST OF BIDDING DOCUMENTS</b> |
|-----------------|--|------------------|----------------------------------|
| GDS 38          | Procurement of Janitorial Services for CY 2020 | PhP 1,900,000.00 | PhP 5,000.00                     |

2. JHMC now invites bids for the procurement of Janitorial Services. Bidders should have completed, within 5 years from the date of submission and receipt of bids, a contract similar to the services. 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 nondiscretionary “pass/fail” criterion as specified in the 2016 Revised 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, organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines.

4. Interested bidders may obtain further information from JHMC BAC Secretariat and inspect the Bidding Documents on **14 November 2019 to 03 December 2019** at the address given below from 9:00 A.M. to 4:00 P.M. (Mondays to Fridays only).
5. A complete set of Bidding Documents may be acquired by interested bidders on **14 November 2019 to 03 December 2019** from **Cottage 624 Basement, JHMC Office Complex, JHSEZ, Camp John Hay, Baguio City** upon payment of the

applicable fee for the Bidding Documents as stated in Provision 1 above, pursuant to the latest Guidelines issued by the GPPB.

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 applicable fee for the Bidding Documents not later than the submission of their bids.

6. The JHMC will hold a Pre-Bid Conference on **21 November 2019 at 9:00 AM at Cottage 627, JHMC Office Complex, JHSEZ, Camp John Hay, Baguio City** which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat at **Cottage 627, JHMC Office Complex, JHSEZ, Camp John Hay, Baguio City** on or before **3 December 2019 at 10:00 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 on **3 December 2019 at 11:00 AM**. at **Cottage 627, JHMC Office Complex, JHSEZ, Camp John Hay, Baguio City**. Bids will be opened in the presence of the bidders' representatives who choose to attend at the above-stated address. Late bids shall not be accepted.

8. The John Hay Management Corporation 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 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
9. For further information, please refer to:

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