



Republic of the Philippines  
DEPARTMENT OF AGRICULTURE  
PHILIPPINE FISHERIES DEVELOPMENT AUTHORITY

## INVITATION TO BID FOR THE PROCUREMENT OF JANITORIAL SERVICES FOR PFDA CENTRAL OFFICE

1. The **PHILIPPINE FISHERIES DEVELOPMENT AUTHORITY (PFDA)**, through the Corporate Operating Budget for 2019 approved by the Governing Board intends to apply the sum of **TWO MILLION FIVE HUNDRED THIRTY ONE THOUSAND NINE HUNDRED TWENTY NINE PESOS AND 13/100 ONLY (₱2,531,929.13)** being the Approved Budget for the Contract (ABC) for a period of one (1) year as payments under the contract for the procurement of janitorial services for PFDA Central Office. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **PFDA, through the PFDA Bids and Awards Committee** now invites bids from eligible bidders for the supply of ten (10) Janitorial Services for PFDA Central Office located at Diliman, Quezon City. The contract shall be for a period of three (3) years. Bidders should have completed, within the past three (3) years immediately 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 RA5183 and subject to Commonwealth Act 138.

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

A complete set of bidding documents may be purchased from the BAC Secretariat at the address below upon payment of a non-refundable fee of ₱ 5,000.00/set. It may also be downloaded free of charge from the website of the Philippine Government & Electronic Procurement System (PhilGEPS) and the website of PFDA, [pfda.gov.ph](http://pfda.gov.ph), provided that bidders shall pay the fee for the bidding documents on or before the submission of bids.

5. The **PFDA** will hold a Pre-Bid Conference on September 19, 2019 at 10:00am at 2<sup>nd</sup> Floor, Room 204 PCA Annex Bldg., Elliptical Road, Diliman, Quezon City which shall be open to all interested or prospective parties.
6. Bids must be delivered to the address below on or before 12:00 NN of October 1, 2019. 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 October 1, 2019 at 2:00 p.m. at **PFDA** Conference Room located at 2<sup>nd</sup> Floor, Room 205 PCA Annex Bldg., Elliptical Road, Diliman, Quezon City. Bids will be opened in the presence of the Bidders’ representatives who choose to attend. Late bids shall not be accepted.

7. The schedule of BAC activities is as follows:

Activities	Schedule	Venue
1.Publication & posting of Invitation to bid	September 12-18, 2019	
2. Pre-bid conference	September 19, 2019 10:00AM	PFDA Conference room Rm. 205 2F PCA Annex Bldg. PCA Compound, Elliptical Rd., Diliman, Quezon City

3. Issuance of Bid Documents	September 12 - October 1, 2019	Office of the BAC Secretariat Rm. 204, 2F PCA Annex Bldg. PCA Compound, Elliptical Rd., Diliman, Quezon City
4. Submission of Bids	October 1, 2019 12:00 NN	PFDA Conference room Rm. 205 2F PCA Annex Bldg. PCA Compound, Elliptical Rd., Diliman, Quezon City
5. Opening of Bids	October 1, 2019 2:00PM	PFDA Conference room Rm. 205 2F PCA Annex Bldg. PCA Compound, Elliptical Rd., Diliman, Quezon City

8. The *PFDA* reserves the right to accept or 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 RA9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

9. For further information, please refer to:

**Mr. Jose B. Abrenio, Jr.**  
*Acting Head, PFDA BAC Secretariat*  
*2<sup>nd</sup> Floor, Room 204 PCA Annex Bldg., Elliptical Road, Diliman*  
*Quezon, City*  
*Telefax: (02)925-8473*

**ATTY. LORALIE C. DATAHAN**  
*Chairperson, PFDA BAC*