



## INVITATION TO BID

No. 2021-019

### PROCUREMENT OF JANITORIAL SERVICES FOR BIODIVERSITY MANAGEMENT BUREAU FOR CY 2022

1. The *Biodiversity Management Bureau*, through the *Government of the Philippines (GOP) FY 2022 General Appropriations Act (GAA)* intends to apply the sum of *Four Million Six Hundred Eighteen Thousand Four Hundred Ten Pesos and Forty-Eight Centavos (Php4,618,410.48)* being the Approved Budget for the Contract (ABC) to payment under the contract for the *"Procurement of Janitorial Services for Biodiversity Management Bureau for CY 2022."* Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The Biodiversity Management Bureau now invites bids for the *Procurement of Janitorial Services for Biodiversity Management Bureau for CY 2022*. Delivery of the Goods is required within *Twelve (12) months*. Bidders should have completed, within five (5) 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 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, 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.

4. Interested bidders may obtain further information from the *BMB-BAC Secretariat* and inspect the Bidding Documents at the address given below during office hours 8:00 am to 5:00 pm Mondays-Fridays, excluding holidays.
5. A complete set of Bidding Documents may be acquired by interested Bidders starting **November 9, 2021** from the address below and upon payment of the applicable fee for the Bidding Documents in the amount of *Five Thousand Pesos (Php5,000.00)*.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (Phil-GEPS) 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 Biodiversity Management Bureau will hold a Pre-Bid Conference on **November 16, 2021, 1:30 P.M. at the BMB Conference Room, Ninoy Aquino Parks and Wildlife Center, Quezon Avenue, Diliman, Quezon City**, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the address below on or **before 1:00 P.M. on November 29, 2021**. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **Clause 18** of the Invitation to Bid.

Bid opening shall be on **November 29, 2021, 1:30 P.M. at the Tamaraw Hall, Bulwagan Ninoy, Ninoy Aquino Parks and Wildlife Center, Quezon Avenue, Diliman, Quezon 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.

8. The Procuring Entity's address is:

***Biodiversity Management Bureau  
Ninoy Aquino Parks and Wildlife Center  
Quezon Avenue, Diliman, Quezon City***

9. The ***Biodiversity Management Bureau*** 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 2016 revised IRR, without thereby incurring any liability to the affected bidder or bidders.
10. For further information, please refer to:

***The Head, Bids and Awards Committee Secretariat  
Biodiversity Management Bureau  
Ninoy Aquino Parks and Wildlife Center  
Quezon Avenue, Diliman, Quezon City  
Telephone No. 8924-6031 local 221***

Approved for Posting:

  
**NANCY R. CORPUZ**  
Chairperson, BAC