

## Section III

### Bid Data Sheet Janitorial Services 2014

ITB Clause	
1.1	The PROCURING ENTITY is the  <b>MARITIME INDUSTRY AUTHORITY.</b>
1.2	The lot(s) and reference is/are:  <b>JANITORIAL SERVICES 2014</b>
2.1	<b>Republic Act No. 10633</b> otherwise known as General Appropriations Act Fiscal Year 2014 dated 27 December 2013 in the amount of <b>P3,096,000.00.</b>  The name of the Project is:  <b>CONTRACT FOR JANITORIAL SERVICES 2014</b>
2.2	Refer to ITB Clause.  No further instructions.
5.1, and 5..3a	Refer to ITB Clause.  No further instructions.
6	No further instructions.
7	Refer to ITB Clause.  Domestic preference shall be applied in accordance with Commonwealth Act No. 138 on the following bases:  (a) Whenever several bidders shall participate in the procurement of supplies, materials, and equipment, the award shall be made to the domestic entity making the lowest calculated bid, provided its bid price proposal is not more than fifteen per centum (15%) in excess of the lowest bid made by a foreign entity. "Domestic Entity" means any citizen of the Philippines habitually established in business and engaged in the manufacture or sale of the merchandise covered by his bid, or any corporate body or commercial company duly organized and registered under the laws of the Philippines of whose capital seventy five percent (75%) is owned by citizens of the Philippines. ; and/or  (b) In cases when the lowest foreign bid, including customs duties, exceeds two thousand pesos (P2,000.00), the award shall be made to the lowest calculated domestic bidder,

	<p>provided the bid is not more than fifteen per centum (15%) in excess of the lowest calculated foreign bid. "Domestic Bidders" mean any person or entity offering unmanufactured articles, materials, or supplies of the growth or production of the Philippines, or manufactured articles, materials or supplies manufactured or to be manufactured in the Philippines; substantially from articles, materials or supplies of the growth, production or manufacture, as the case may be, of the Philippines.</p>
8.1	<p>Refer to ITB Clause.</p> <p>No further instructions.</p>
9.3	<p>Refer to ITB Clause.</p> <p>For all other omissions, the PROCURING ENTITY reserves the right to seek clarification of Bids in accordance with <b>ITB</b> Clause 31 or at its sole discretion, to reject the Bid if the omission is regarded as a matter of substance.</p>
11.1	<p>The Date and Venue of the Pre-Bid Conference is:</p> <p><b>28 January 2014, 10:00AM, MARINA Lounge, 4/F PARKVIEW PLAZA, Taft Avenue corner T. M. Kalaw Street, Ermita, Manila</b></p>
11.2	<p>The MARINA's address is:  <b>ATTY. GLORIA J. VICTORIA-BAÑAS</b>                  Chairperson, MARINA BAC                  Deputy Administrator for Operations                  Maritime Industry Authority                  c/o <b>Atty. May Flor C. Carpio</b>                  Overall Head, BAC Secretariat                  Maritime Industry Authority</p> <p>Tel. No. 521-80-45</p> <p>e-mail address: <b>marina_bac_sec@yahoo.com</b></p>
14	<p>There will be an eligibility check which shall be immediately followed by Bid Opening.</p>
14.1.a.v	<p>In the event that a Bidder, at its own option, does not provide either a credit line or cash deposit certificate in the amount of <b>P309,600.00</b> (10% of the ABC), the Bidder must provide a statement of its NFCC. The NFCC is as follows:</p> <p>[(Current assets minus current liabilities) (K)] Minus the value of all outstanding contracts including those awarded but not yet started."</p>

	<p>Where:</p> <p>[Select the applicable K value and delete the others]</p> <p>K = 10 (for a contract of one year or less duration),</p> <p>K = 15 (for contract of a duration of more than one but less than two years)</p> <p>K = 20 ( for contract of over two years duration)</p>
15	Refer to ITB Clause.
15.A.3.(a)	To provide 1 supervisor and 18 utility workers for housekeeping and janitorial services.
15.A.3.(e)	After sales service requirements:  Availability of Reliever or substitute worker in case of absence.
17	The ABC is <b>P3,096,000.00</b> . Any Bid with a financial proposal exceeding this amount shall not be accepted.  Refer to ITB Clause.
19 and 20	Bids and Bid Securities will be valid for a maximum period of 120 calendar days from the date of the opening of bids.
21.1	Refer to ITB Clause
22	<p>The Address for Submission of Bids is:</p> <p>The MARINA's address is:  <b>ATTY. GLORIA J. VICTORIA-BAÑAS</b>                      Chairperson, MARINA BAC                      Deputy Administrator for Operations                      Maritime Industry Authority                      c/o <b>Atty. May Flor C. Carpio</b>                      Overall Head, BAC Secretariat                      Maritime Industry Authority</p> <p>Tel. No. 521-80-45                      e-mail address: <b><u>marina bac sec@yahoo.com</u></b></p> <p>The deadline for Submission of Bids is <b>10 February 2014</b>, 8:00 o'clock to 10:00 o'clock in the morning.</p>
25	<p>The place of Bid opening is MARINA Board Room, 4/F Parkview Plaza, Taft Avenue corner T. M. Kalaw Street, Ermita, Manila</p> <p>The date and time of Bid opening is <b>10 February 2014</b>, 10:00 o'clock in the morning.</p>
30	Refer to ITB Clause.

	No further instructions.
33.1 and 33.2	<p>As provided in the <b>ITB</b> clause and as enumerated below which shall consist of additional grounds for forfeiture of the Bid Security:</p> <ol style="list-style-type: none"> <li>1. Submission of eligibility requirements containing false information or falsified documents.</li> <li>2. Submission of Bids that contain false information or falsified documents, or the concealment of such information in the Bids in order to influence the outcome of eligibility screening or any other stage of the public bidding.</li> <li>3. Allowing the use of one's name, or using the name of another for purposes of public bidding.</li> <li>4. Withdrawal of a bid, or refusal to accept an award, or enter into contract with the Government without justifiable cause, after the Bidder had been adjudged as having submitted the Lowest Calculated Responsive Bid or Highest Rated Responsive Bid.</li> <li>5. Refusal to clarify or validate in writing its Bid during post-qualification within a period of seven (7) calendar days from receipt of the request for clarification.</li> <li>6. Any documented unsolicited attempt by a bidder to unduly influence the outcome of the bidding in his favor.</li> <li>7. All other acts that tend to defeat the purpose of the competitive bidding, such as an eligible contractor not buying bid documents, and contractors habitually withdrawing from bidding or submitting letters of non-participation for at least three (3) times within a year, except for valid reasons.</li> </ol>