



Republic of the Philippines  
Department of Transportation  
**MARITIME INDUSTRY AUTHORITY**



## **INVITATION TO BID**

### **PROCUREMENT OF 2022 JANITORIAL SERVICES FOR THE MARINA CENTRAL AND SATELLITE OFFICES**

1. The **MARITIME INDUSTRY AUTHORITY (MARINA)**, through the 2022 General Appropriations Act (GAA), intends to apply the sum of **Eight Million Four Hundred Thousand Pesos (P8,400,000.00)**, inclusive of all government taxes and other charges, being the Approved Budget of the Contract (ABC) for the Project: Procurement of 2022 Janitorial Services for the MARINA Central and Satellite Offices. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. **MARINA** now invites bids for the said Project. Contract shall commence from the approval of Contract of Agreement and issuance of Notice to Proceed.
3. **Bidder's Qualifications** (in addition to the provisions of RA 9184 and its IRR):
  - The Bidders must be compliant with the DOLE Department Order No. 18-A, s. 2011 in particular: Place of Work, Compliance with Labor Standards and Occupational Health and Safety, and Administrative Fee;
  - The bidders must have at least three (3) client's satisfaction rating from a government agency or a private corporation with whom the bidder had contract for the past two (2) years or on-going; and
  - The bidders must have no pending case(s) against the government.
4. Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the 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 and subject to Commonwealth Act 138.
5. A complete set of Bidding Documents may be acquired by interested Bidders from the address below and upon payment of a non-refundable fee for the Bidding Documents pursuant to the latest guidelines issued by the GPPB.
6. It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and at **www.marina.gov.ph** provided that Bidders shall pay the non-refundable fee of **Ten Thousand Pesos (P10,000.00)** only for the Bidding Documents not later than the submission of their bids.
7. **MARINA** will hold a Pre-Bid Conference on 07 February 2022 at the MARINA Board Room, 3<sup>rd</sup> Floor MARINA Building, A. Bonifacio Drive corner 20<sup>th</sup> Street, Port Area, Manila which shall be open to all prospective bidders but shall be

limited to only one (1) representative, per bidder, in observance of social distancing.

8. Bid submission and opening shall be strictly observed based on the schedule below. Bids will be opened in the presence of the Bidders limited to only one representative, who choose to attend at the address below. Late bids shall not be accepted.

9. The Schedule of Bidding Activities shall be as follows:

<b>ACTIVITIES</b>	<b>DATE/TIME</b>	<b>VENUE</b>
1. Sale and Issuance of Bid Documents	26 January 2022 to 14 February 2022 9:00 A.M. to 3:00 P.M.	<b>MARINA BAC Office, 10<sup>th</sup> Floor</b> MARINA Building, Port Area, Manila
2. Pre-bid Conference	03 February 2021 2:00 P.M.	<b>MARINA Board Room, 3<sup>rd</sup> Floor</b> MARINA Building, Port Area, Manila  Virtual Link: <a href="https://us02web.zoom.us/j/87635310977?pwd=MG5HL1VBZHkxaTBkQ21JTkhtWXh0Zz09">https://us02web.zoom.us/j/87635310977?pwd=MG5HL1VBZHkxaTBkQ21JTkhtWXh0Zz09</a>  Meeting ID: 876 3531 0977 Passcode: 875551
3. Submission of Bids	<b>Deadline of Submission:</b> 15 February 2022 09:00 A.M.	<b>MARINA BAC Office, 10<sup>th</sup> Floor</b> MARINA Building, Port Area, Manila
4. Opening of Bid Documents	<b>Deadline of Submission:</b> 15 February 2022 10:00 A.M.	<b>MARINA Board Room, 3<sup>rd</sup> Floor</b> MARINA Building, Port Area, Manila  Virtual Link: <a href="https://us02web.zoom.us/j/82572100456?pwd=eVgyTGNQTXFQcEJuREVRdnp6eWtZdz09">https://us02web.zoom.us/j/82572100456?pwd=eVgyTGNQTXFQcEJuREVRdnp6eWtZdz09</a>  Meeting ID: 825 7210 0456 Passcode: 724464

10. In order to maintain social distancing protocols due to the ongoing pandemic, the MARINA will only allow one (1) representative per bidder to be present during in person/onsite meetings. Other representatives of the same bidder may join the same meeting virtually/online using the link provided in Section 9.

11. **MARINA** 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 Revised IRR, without thereby incurring any liability to the affected bidder or bidders.

12. For further information, you can contact the BAC Administrative Support c/o Ms. Mira Daguio at (0992) 539-1964 and email address [bacsec@mail.marina.gov.ph](mailto:bacsec@mail.marina.gov.ph) from 9:00 A.M. to 3:00 P.M., Monday to Friday.

Sgd.  
**VADM RENE V MEDINA (AFP) Ret**  
Chairperson, Bids and Awards Committee

