



MARITIME INDUSTRY AUTHORITY

INVITATION TO BID

PROCUREMENT OF JANITORIAL SERVICES FOR THE MARITIME INDUSTRY AUTHORITY (MARINA)

1. The MARINA through the approved CY 2018 General Appropriations Act (R.A. No. 10964) intends to apply the sum of Four Million Four Hundred Thousand Pesos (**P4,400,000.00**) being the Approved Budget for the Contract (ABC) for nine (9) months as payment for the Contract of **Janitorial Services for CY 2018**. Bids received in excess of the ABC shall be automatically rejected at the bid opening.
2. The Bidder must have completed at least one (1) contract that is similar to this Procurement, which is Supply and Delivery of Janitorial Services and which value is equivalent to at least fifty percent (50%) of the ABC. The description of an eligible bidder is contained in Section II, Instructions to Bidders of the Bidding Documents.
3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary “pass/fail” criteria 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 RA 5183 and subject to Commonwealth Act 138.

4. Interested bidders may obtain further information from MARINA and inspect the Bidding Documents during Mondays to Fridays, 9:00 A.M. to 5:00 P.M.

Bidding Documents

- 1) Price of bidding documents for the procurement of janitorial services will be in the non-refundable amount of Five Thousand Pesos (P5,000.00).
- 2) A complete set of Bidding Documents containing other information and instructions to bidders can be purchased by interested bidders at the at the address given below:



MARITIME INDUSTRY AUTHORITY

GSD-Procurement Section, Administrative Management Service
MARITIME INDUSTRY AUTHORITY-Central Office
4th Floor, 984 Parkview Plaza, Taft Ave. corner T.M. Kalaw Avenue
Ermita, Manila.

3) The Bidding Documents may also be downloaded free of charge at the following websites provided that the bidders shall pay the fee for the bidding documents upon submission of their bids:

1. MARINA Website- www.marina.gov.ph
2. PHILGEPS – www.philgeps.gov.ph

5. The MARINA will hold a Pre-Bid Conference on 08 March 2018 at **9:00 A.M.**, MARINA Lounge, 4th Floor Parkview Plaza, 984 Taft Avenue cor. T.M. Kalaw Avenue, Ermita, Manila. The Pre-Bid Conference is open to all interested parties.

6. Bids and eligibility requirements must be delivered starting 28 February 2018 to 19 March 2018 from 9:00 A.M. to 5:00 P.M. and 20 March 2018 at 08:00 A.M. only. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 19.

Bid opening shall be on **20 March 2018 at 09:00 A.M.**, MARINA Lounge, 4th Floor Parkview Plaza, 984 Taft Avenue cor. T.M. Kalaw Avenue, Ermita, Manila.

Bids will be opened in the presence of the Bidders' representative/s. Late bids shall not be accepted.

7. The MARINA reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

Approved Budget for the Contract	P4,400,000.00 for nine (9) months
Cost of Bidding Documents	Refer to Item 4.1 above
Acceptance of Bidding Documents	28 February 2018 to 19 March 2018 from 9:00 A.M. to 5:00 P.M.; and 20 March 2018 at 08:00 A.M. only



MARITIME INDUSTRY AUTHORITY

Date and Time of Pre-Bid Conference	08 March 2018 at 09:00 A.M. , MARINA Lounge, 4 th Floor Parkview Plaza, 984 Taft Avenue cor. T.M. Kalaw Avenue, Ermita, Manila.
Deadline of Submission of Bids and Opening of Bids	20 March 2018 08:00 A.M. (MARINA Time) – deadline of submission 09:00 A.M. (MARINA Time) – opening of bids MARINA Lounge, 4 th Floor Parkview Plaza, 984 Taft Avenue cor. T.M. Kalaw Avenue, Ermita, Manila.

For further information, please refer to:

ATTY. DEM THOMAS REDOÑA
Head, PBAC Secretariat
Maritime Industry Authority-Central Office
Tel. No. 524-2752

Approved:

Sgd.
ATTY. MAXIMO I. BAÑARES, JR.
Chairman, MARINA PBAC