



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICS AUTHORITY
 REGIONAL STATISTICAL SERVICES OFFICE – DAVAO REGION

**INVITATION TO BID FOR THE PROCUREMENT OF JANITORIAL SERVICES
 FOR PHILIPPINE STATISTICS AUTHORITY
 DAVAO REGION FIELD STATISTICAL SERVICES OFFICE**

Invitation to Bid No. 2022-2

1. The **Philippine Statistics Authority Davao Region** through the General Appropriations Act of 2022 and/or continuing appropriation, intends to apply the sum of **ONE MILLION ONE HUNDRED NINE THOUSAND FOUR HUNDRED TEN PESOS AND 65/100 CENTAVO ONLY (Php 1,109,410.65)** being the **Approved Budget for the Contract (ABC)** to payment under the contract for the **Procurement of Janitorial Services**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

Name of the Project	Procurement of Janitorial Services
Brief Description of the Project	Janitorial services to maintain cleanliness and orderliness of the office of PSA RSSO DAVAO REGION, PSA DAVAO DE ORO, PSA DAVAO DEL NORTE, PSA DAVAO DEL SUR, PSA DAVAO OCCIDENTAL, and PSA DAVAO ORIENTAL buildings and all the properties within the building premises and annexes (if any).
Covered Contract Period	<p>PSA RSSO Davao Region April 1, 2022 to December 31, 2022</p> <p>PSA Davao de Oro April 1, 2022 to December 31, 2022</p> <p>PSA Davao del Norte April 1, 2022 to December 31, 2022</p> <p>PSA Davao del Sur April 1, 2022 to December 31, 2022</p> <p>PSA Davao Occidental April 1, 2022 to December 31, 2022</p> <p>PSA Davao Oriental April 1, 2022 to December 31, 2022</p>

2. The PSA RSSO – Davao Region now invites bids for the above Procurement Project. Delivery of the Goods is required as indicated in the Schedule of Requirements. 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) No. 9184.

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 No. 5183.

4. Prospective Bidders may obtain further information from the Head of the ROBAC Secretariat PSA RSSO – Davao Region and inspect the Bidding Documents at the address given below during, 8:00 AM to 5:00 PM.
5. A complete set of Bidding Documents may be acquired by interested Bidders on 2 February 2022 and onwards prior to the time of bid opening from the given address and website below upon payment of the applicable fee for the Bidding Documents in the amount of **ONE THOUSAND FIVE HUNDRED PESOS (Php 1,500.00)**, pursuant to the latest Guidelines issued by the GPPB, in the amount specified in item No. 1. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person, by facsimile, or through electronic means.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity at <http://rso11.psa.gov.ph/>, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

6. The PSA RSSO – Davao Region will hold a Pre-Bid Conference¹ on **11 February 2022** shall start at 1:30 PM, through video conferencing via Zoom which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual or personal submission at the office address indicated below on or before **1:00 PM of 23 February 2022**. Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
9. Bid opening shall be on **1:30 PM of 23 February 2022** at the given address below. Bids will be opened in the presence of the bidders’ representatives who choose to attend the activity.

¹ May be deleted in case the ABC is less than One Million Pesos (PhP1,000,000) where the Procuring Entity may not hold a Pre-Bid Conference.

10. The PSA RSSO – Davao Region 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 Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

11. For further information, please refer to:

ADELINE G. BATUCAN

Head of the Secretariat

Regional Office Bids and Awards Committee

Philippine Statistics Authority

Regional Statistical Services Office – Davao Region

Ango Building, JP Cabaguio Avenue, Davao City

Telefax Number: (082) 224-1140;

Email Address: psa_rbacxi@yahoo.com

Website: <http://rsso11.psa.gov.ph>

12. You may visit the following websites:

For downloading of Bidding Documents:

<http://rsso11.psa.gov.ph>


IMELDA A. AGUSTIN
Chairperson
ROBAC Davao Region
Invitation to Bid No. 2022-2
2 February 2022