



Republic of the Philippines
NATIONAL PRIVACY COMMISSION
Level 3, Core G, GSIS Headquarters Building, Financial Center Area
Pasay City, Metro Manila, Philippines 1308

**Invitation to Bid
for Janitorial Services for the NPC Office**

The **National Privacy Commission (NPC)**, through the authorized appropriations under the **FY 2017 General Appropriations Act** intends to apply the sum of **Nine Hundred Forty-Six Thousand (PhP946,000.00)** being the **Approved Budget for the Contract (ABC)** to payments under the contract for the **Procurement of Janitorial Services**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

Contract Description:

The Project shall involve the provision of Janitorial Services which includes performance of utility and other related works at **National Privacy Commission** Office located in Level 3, Core G, GSIS Headquarters Bldg., Financial Center Area, Pasay City, Metro Manila with a probable transfer to the Philippine International Convention Center, Vicente Sotto Ave., Pasay City, Metro Manila before the end of the one (1) year contract.

The **NPC**, through its Bids and Awards Committee, now invites prospective bidders to apply for eligibility and bid for the above-stated contract including supplies and equipment in accordance with Section VI – Schedule of Requirements. The contract shall be for a period of one (1) year. Bidders should have completed, within two (2) years from the date of submission and receipt of bids, a contract similar to the Project.

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 9184 (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

Interested bidders may obtain further information from **NPC** and inspect the Bidding Documents at the address given below during office days from **8:00 A.M. to 5:00 P.M.**

A complete set of **Bidding Documents** may be purchased by interested **Bidders** on **11 August 2017 to 1 September 2017 (11:59 A.M)**, from the address below and upon payment of a non-refundable fee for the **Bidding Documents** in the amount of PhP1,000.00.

It may also be downloaded free of charge from the website of the **Philippine Government Electronic Procurement System (PhilGEPS)** and the website of the **NPC**, provided that Bidders shall pay the non-refundable fee for the **Bidding Documents** not later than the submission of their bids.

The NPC will hold a Pre-Bid Conference on **22 August 2017 at 2:00 P.M.** Meeting Room 1, 2nd Floor, Core G, GSIS Headquarters Bldg., Financial Center Area, Pasay City, Metro Manila, which shall be open to prospective bidders.

Bids must be duly received by the BAC Secretariat at the address below on or before **12:00 NN, 1 September 2017**. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause Error! Reference source not found.**

Bid opening shall be on **1 September 2017 at 2:00 P.M.**, 3rd Level Lobby, Core G, GSIS Headquarters Bldg., Financial Center Area, Pasay City, Metro Manila. 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.

The **NPC** 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 IRR, without thereby incurring any liability to the affected bidder or bidders.

For further information, please refer to:

NPC Bids and Awards Committee Secretariat

Level 3, Core G, GSIS Headquarters Bldg., Financial Center Area

Pasay City, Metro Manila, Philippines 1308

Telephone No.: (02)-547-5195

Email Add: **joy.lazcano@privacy.gov.ph**

Signed:

ATTY. REYNALDO L. FLORES

Chief, Legal Division

Bids and Awards Committee Vice-Chairman