

**REPUBLIC OF THE PHILIPPINES**  
**DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT**  
**MIMAROPA REGION**  
**1680 F. T Benitez cor Malvar Sts. Malate, Manila**

**INVITATION TO BID FOR JANITORIAL MANPOWER SERVICES**  
**PROJECT ID NO: DSWD4B-2019-001**

1. The Department of Social Welfare and Development MIMAROPA Region through the General Appropriations Act of 2019 intends to apply the sum of **One Million Two Hundred Fifty Five Thousand Eight Hundred Thirty Three Pesos and 33/100 Only (Php 1,255,833.33)** being the Approved Budget for the Contract (ABC) to payments under the contract for **Project , “Janitorial Manpower Services with Project ID No: DSWD4B-2019-001 for February to December 2019.** Bids received in excess of the ABC shall be automatically rejected at bid opening.
  2. The DSWD MIMAROPA Region now invites bids for the Project , “Janitorial Manpower Services “ for 11 months. Delivery of the Goods is required *from February to December 2019.* Bidders should have completed, within *three (3) 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) 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.
4. Interested bidders may obtain further information from the DSWD MIMAROPA Bids and Awards Committee (BAC ) Secretariat and inspect the Bidding Documents at the address given below during office hours from 9:00 A.M to 5:00 P.M.
  5. A complete set of Bidding Documents may be acquired by interested Bidders on *November 6, 2018* from the address below and upon payment of a fee in the amount of **Five Thousand Pesos Only (Php 5,000.00)**

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

6. The *DSWD MIMAROPA Region* will hold a Pre-Bid Conference on *November 14, 2018 9:30 A.M* at *DSWD 3<sup>rd</sup> Floor Conference Room, 1680 F.T Benitez cor Malvar Sts, Malate, Manila* which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat at the address below on or before **December 4, 2018 , Tuesday 9:30 A.M, DSWD MIMAROPA Region 3<sup>rd</sup> Floor Conference Room, 1680 F.T Benitez cor Malvar Sts., Malate, Manila.** All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause 18.**

Bid opening shall be on **December 4, 2018 10:00 A.M** at **DSWD Conference Room 3<sup>rd</sup> Floor, 1680 F.T Benitez cor Malvar Sts, Malate, 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.

8. The *DSWD MIMAROPA 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 Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
9. For further information, please refer to:

**Harvy B. Calabio**  
*Administrative Officer V/BAC Secretariat*  
*DSWD MIMAROPA Region*  
*1680 F.T Benitez cor Malvar Sts, Malate, Manila*  
*Telefax No: (02) 336-8106 Local 111/101*  
*Email Address: [procurementdswd4bmimaropa@gmail.com](mailto:procurementdswd4bmimaropa@gmail.com)*

  
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**EDITHA B. OCAMPO**  
*BAC Chairperson*