



## **PALACIO DEL GOBERNADOR CONDOMINIUM CORPORATION**

### **INVITATION TO BID**

#### **SUPPLY OF JANITORIAL AND ELEVATOR OPERATOR SERVICES FOR PDGCC**

1. The Palacio del Gobernador Condominium Corporation (PDGCC), through its Corporate Operating Budget for FY 2019 intends to apply the sum of **Four Million Four Hundred Ten Thousand Pesos (P4,410,000.00)**, being the Approved Budget for the Contract (ABC), to payments under the contract for **Supply of Janitorial and Elevator Operator Services for PDGCC**. Bids received in excess of the ABC shall automatically be rejected at the bid opening.
2. The PDGCC now invites bids for the **Supply of Janitorial and Elevator Operator Services for PDGCC**. Delivery of the goods and services is required from January 1, 2019 until December 31, 2019. Prospective bidders must have at least ten (10) years existence in the industry, must have completed within the past three (3) years a single largest contract similar to the goods to be bid with a contract price equivalent to at least 50% of the ABC, and must at least meet the minimum requirements of the goods to be procured as stated in the Technical Specifications/Instructions to Bidders (ITB) of the bidding documents.
3. 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 (RIRR) of R.A 9184, otherwise known as the “Government Procurement Reform Act”.
4. 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.
5. Interested bidders may obtain further information from Palacio del Gobernador and inspect the Bidding Documents at the address given below during office hours from 8:00 AM-5:00 PM.
6. A complete set of Bidding Documents may be acquired by interested Bidders from the address below upon payment of non-refundable fee of **Four Thousand Pesos (P4,000.00)**.

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



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7. The schedules of procurement activities are as follows:

| <b>Procurement Activities</b>                   | <b>Schedule</b>  |
|---|--|
| Advertisement and Issuance of Bidding Documents | <b>October 2, 2018 - 8:00 AM to 5:00 PM</b><br>Office of the Building Administrator,<br>Basement, Palacio del Gobernador, Intramuros,<br>Manila                            |
| Pre-bid Conference                              | <b>October 10, 2018, 10:30 AM</b><br>Conference Room, Basement, Palacio del<br>Gobernador, Intramuros, Manila  |
| Request for Clarification                       | Until October 13, 2018<br>Office of the Building Administrator,<br>Palacio del Gobernador, Intramuros, Manila<br>Tel. No. 5599119<br>Email: palaciodelgobernador@ymail.com |
| Issuance of Supplemental Bid Bulletin           | October 17, 2018<br><b>8:00AM –5:00PM</b>  |
| Opening of Bids                                 | <b>October 22, 2018, 3:00 PM</b><br>Conference Room, Basement, Palacio del<br>Gobernador, Intramuros, Manila   |

8. The PDGCC 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.

SGD  
**ATTY. GISELA F. LOOD**  
Chairperson, Bids and Awards Committee