



Republic of the Philippines  
Department of Agriculture  
Bureau of Fisheries and Aquatic Resources

**BIDS AND AWARDS COMMITTEE OFFICE**

2/F Fisheries Bldg. Complex, BPI Compound, Brgy. Vasra, Visayas Ave., Quezon City  
Tel. No.: +02. 8332. 4661 website: www.bfar.da.gov.ph e-mail: bac.eps@bfar.da.gov.ph

**INVITATION TO BID FOR:**

**Bid Reference No. 2023-14**

**“HIRING OF JANITORIAL SERVICES FOR BFAR-NMC OFFICES FROM MAY 1, 2023 TO DECEMBER 31, 2023”**

1. The Bureau of Fisheries and Aquatic Resources (BFAR) of the Department of Agriculture, through the General Appropriations Act for 2023 intends to apply the sums of **ONE MILLION EIGHT HUNDRED FIFTY-ONE THOUSAND EIGHT HUNDRED FOURTEEN AND 80/100 (Php 1,851,814.80)** being the ABC to payments under the contract for **Bid Reference No. 2023-14** entitled **“HIRING OF JANITORIAL SERVICES FOR BFAR-NMC OFFICES FROM MAY 1, 2023 TO DECEMBER 31, 2023”**.

Bids received in excess of the ABC shall be automatically rejected at bid opening.

LOT NO	PR NO.	DESCRIPTION	APPROVED BUDGET FOR THE CONTRACT (ABC) (PHP)	BIDDING DOCUMENT FEE (PHP)
1	23-02-197	HIRING OF JANITORIAL SERVICES FOR BFAR-NMC OFFICES FROM MAY 1, 2023 TO DECEMBER 31, 2023	Php 1,851,814.80	₱ 10,000.00
TOTAL			Php 1,851,814.80	₱ 10,000.00

2. The DA-BFAR now invites bids for the above Procurement Project. Delivery of the Services is required for a period of **TWO (2)** years. Bidders should have completed, within *the years stated in the ITB Clause 5.3* 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 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. Interested Bidders may obtain further information from the BFAR BAC Secretariat through the electronic mailing address given below, and inspect the Bidding Documents at [www.bfar.da.gov.ph](http://www.bfar.da.gov.ph).
5. A complete set of Bidding Documents may be acquired by interested Bidders at **2/F, BAC Office, Fisheries Building Complex, Bureau of Plant Industry Compound, Brgy. Vasra, Visayas Ave., Quezon City** upon payment of a non-refundable fee for the Bidding Documents in the amount stated above. The Procuring Entity shall allow the bidder to present its proof of payment for the fees by in person, or through electronic means.
6. The DA-BFAR will hold a Pre-Bid Conference through a video conference call using Zoom application. Please see the table below.

The Schedule of Procurement Activities are:

PROCUREMENT ACTIVITIES	DATE	TIME	VENUE
PRE-BID CONFERENCE	March 27, 2023 (Monday)	10:00 AM	via ZOOM
DEADLINE OF SUBMISSION AND RECEIPT OF BIDS	April 11, 2023 (Tuesday)	09:30 AM	BFAR-BAC OFFICE 2/F, Fisheries Bldg. Complex, BPI Compound, Brgy. Vasra, Visayas Avenue, Quezon City
DATE OF OPENING OF BIDS	April 11, 2023 (Tuesday)	10:00 AM	via ZOOM

7. Bids must be duly received by the BAC Secretariat through manual submission and receipt of bids at the **2/F, BAC Office, Fisheries Building Complex, Bureau of Plant Industry Compound, Brgy. Vasra, Visayas Ave., Quezon City** or an electronic submission via email at [bac.eps@bfar.da.gov.ph](mailto:bac.eps@bfar.da.gov.ph) in accordance with BFAR BAC procedure for electronic submission of bid stated in Annex A, simultaneously with the manual submission of the printed copies as indicated in the BDS Clause 15.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and the amount stated in ITB Clause 14.
9. Bid opening shall be held through a video conference call using the Zoom application. Bids will be opened in accordance with the BFAR BAC procedure for online bidding stated in Annex A. Late bids shall not be accepted.
10. Bidders are advised to submit their bids in accordance with the BFAR-BAC procedure for online bidding as well as for the printed copies as provided under ITB Clauses 10 and 11.

<sup>1</sup> 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.

11. The DA-BFAR 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.
12. For further information, please refer to:  
  
BFAR-BAC Secretariat  
Address: 2/F Fisheries Building Complex, BPI Compound, Brgy. Vasra, Visayas Ave.,  
Quezon City.  
Email: [bac.eps@bfar.da.gov.ph](mailto:bac.eps@bfar.da.gov.ph)  
Telephone number: 02-8332-4661/  
Website address: [www.bfar.da.gov.ph/bac.eps@bfar.da.gov.ph](http://www.bfar.da.gov.ph/bac.eps@bfar.da.gov.ph)
13. You may visit the following websites:  
  
For downloading of Bidding Documents: [www.bfar.da.gov.ph](http://www.bfar.da.gov.ph)

*Issued this 17<sup>th</sup> day of March 2023*

**ORIGINAL SIGNED**  
**ATTY. MICHAEL S. ANDAYOG**  
BAC Chairperson