



Republic of the Philippines
Department of Agriculture
BUREAU OF FISHERIES AND AQUATIC RESOURCES
BIDS AND AWARDS COMMITTEE OFFICE

2/F Fisheries Building Complex, BPI Compound, Brgy. Vasra, Visayas Ave., Diliman, Quezon City
| www.bfar.da.gov.ph | bac.eps@bfar.da.gov.ph | 0999 886 5159

INVITATION TO BID FOR BID REFERENCE NO. 2024 – 09

**“HIRING OF JANITORIAL SERVICES FOR BFAR-NMC FROM
APRIL 01, 2024 TO DECEMBER 31, 2024”**

1. The Department of Agriculture - Bureau of Fisheries and Aquatic Resources (DA – BFAR), through the General Appropriations Act (GAA) for FY 2024 intends to apply the sum of **Two Million Six Hundred Eighteen Thousand Seven Hundred Twenty-Eight Pesos and Twenty-Three Centavos (Php 2,618,728.23)** being the Approved Budget for the Contract (ABC) to payment under the contract for **Bid Reference No. 2024 – 09** entitled **“HIRING OF JANITORIAL SERVICES FOR BFAR-NMC FROM APRIL 01, 2024 TO DECEMBER 31, 2024”**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The DA – BFAR, now invites bids for the above Procurement Project. Delivery of the Goods is required within the period stated in Section VI - Schedule of Requirements. Bidders should have completed, within **two (2) 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.
 - a. 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 **DA – BFAR BAC Secretariat** and inspect the Bidding Documents at the address given below during office hours from **8:00 AM to 5:00 PM, Monday to Friday**.
5. A complete set of Bidding Documents may be acquired by interested Bidders starting **February 26, 2024 from 8:00 AM to 5:00 PM, Mondays to Fridays, except holidays** from the **given address and website/s** below and upon payment of a non-refundable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Five Thousand Pesos (Php 5,000.00)** at the **DA – BFAR Cashier Section**. 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 on **March 4, 2024, Monday at 2:00 P.M.** through video conferencing or webcasting via the **“Zoom”** application which shall be open to prospective bidders who have successfully completed registration one (1) calendar day prior to the Pre-bid Conference using Google Form

<https://forms.gle/nQW3D4a6VLNMSXPE8> and in accordance with the “Annex A, Bidder’s Kit – I”.

7. Bids must be duly received by the BAC Secretariat through the options given below and as indicated in ITB Clause 15 of this bidding documents, on or before **March 18, 2024, Monday at 1:30 P.M.** Late bids shall not be accepted.
 - (i) manual submission at the office address: **2/F – BAC Office, Fisheries Building Complex, BPI Compound, Visayas Avenue, Diliman, Quezon City;** or
 - (ii) both (manual and electronic submission at bac.eps@bfar.da.gov.ph through BFAR-BAC Online Bidding Procedure).
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 **March 18, 2024, Monday at 2:00 P.M.** through video conferencing or webcasting via “Zoom” application. Bids will be opened in accordance with the BFAR BAC procedure for online bidding as stated in “Annex A, Bidder’s kit VII”.
10. 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.
11. For further information, please refer to:
BFAR – BAC Secretariat
2nd Floor – BAC Office, Fisheries Building Complex, BPI Compound,
Brgy. Vasra, Visayas Avenue, Diliman, Quezon City.
bac.eps@bfar.da.gov.ph
(0998) 866 5159
www.bfar.da.gov.ph
12. You may visit the following websites:

For downloading of Bidding Documents: www.bfar.da.gov.ph
For online bid submission: <https://forms.gle/DqL2Urkmn5oJ7S926>

Issued this 23rd day of February 2024.

Sgd.
ATTY. MICHAEL S. ANDAYOG
Chairperson, Bids and Awards Committee

