



Republic of the Philippines
Philippine State College of Aeronautics
Piccio Garden, Villamor, Pasay City

INVITATION TO BID

Procurement of Janitorial and Manpower Services for the Philippine State College of Aeronautics for CY 2025 (Early Procurement Activity)

1. The *Philippine State College of Aeronautics*, through the *National Expenditure Program (NEP) for FY 2025* intends to apply the sum of *Twelve Million Five Hundred Thousand Pesos, PhP12,500,000.00* being the ABC to payments under the contract for *the Procurement of Janitorial and Manpower Services for the Philippine State College of Aeronautics for CY 2025 (Early Procurement Activity)/PB2024-GS-28-EPA*. Bids received in excess of the ABC shall be automatically rejected during bid opening.

PhilSCA is conducting this procurement through the Early Procurement Activity (EPA) for FY 2025 to ensure the timely delivery of goods, implementation of infrastructure projects and rendition of consultancy services, consistent with the GPPB Resolution No. 14 – 2019 dated July 17, 2019. EPA shall refer to the conduct of procurement activities, from posting of the procurement opportunity, if required, until recommendation of the Bids and Awards Committee (BAC) to the HoPE as to the award of the contract for the goods to be delivered, infrastructure projects to be implemented and consulting services to be rendered in the following fiscal year, pending approval of their respective funding sources.

The bidders, therefore, are herewith informed of the following:

- a. Interested bidders are invited/requested to submit their bid proposals based on indicative budget (i.e. subject to final approval) through this invitation to Bid, together with the bidding documents;
- b. PhilSCA will evaluate the bid proposal and determine the winning bidder. The financial bid proposal of the winning bidder will be the contract price/amount which is considered fixed price. However the

Notice of Award (NOA) will only be issued upon the approval of the budget.

- c. Would there be a delay in the award as affected by the possible delay in the budget approval, the bid validity as specified in the bidding documents (which is a maximum of 120 calendar days), the winning bidder may be requested to extend the bid validity, the bid submitted by said bidder will be rejected.
2. The ***Philippine State College of Aeronautics*** now invites bids for the Early Procurement Activity (EPA) for the ***Procurement of Janitorial and Manpower Services for the Philippine State College of Aeronautics for CY 2025***. Delivery of the Goods is required on a monthly basis for a period of **twelve (12) months** starting January 1, 2025 to December 31, 2025. 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 ***Philippine State College of Aeronautics*** and inspect the Bidding Documents at the address given below during 9:00 AM to 5:00 PM.
 5. A complete set of Bidding Documents may be acquired by interested Bidders on November 10, 2024 from the given address and website(s) below

*and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Thirteen Thousand Pesos, PhP 13,000.00**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees *in person*.*

6. The *Philippine State College of Aeronautics* will hold a Pre-Bid Conference¹ on **November 18, 2024 at 1:00 PM at the BAC Office, Ground Floor of Building – B, PhilSCA, Piccio Garden, Villamor, Pasay City** which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before **1:00 PM on December 3, 2024**. Online or electronic submission of bids is not permitted. Late bids shall not be accepted.
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 **December 3, 2024 at 1:30 PM** at the given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The *Philippine State College of Aeronautics* 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:

NOEL E. LAGUI

Head, BAC Secretariat

PhilSCA, Piccio Garden, Villamor, Pasay City

Contact No. 0928-5244731
philscabac@gmail.com

12. You may visit the following websites:

For downloading of Bidding Documents:

<https://notices.ps-philgeps.gov.ph/>

(You may also request a copy of the Bidding Documents via email.)

November 10, 2024



DR. DARBY P. ESPERANZATE
BAC Chairperson