


INVITATION TO APPLY FOR ELIGIBILITY AND TO BID

Multi-Year Janitorial Services for MWSS Buildings & Premises
Contract No. MYJS-2018
(Rebidding)

1. The Metropolitan Waterworks & Sewerage System - Corporate Office (MWSS-CO), through its Corporate Operating Budget (COB) for CY 2018, intends to apply the sum of **FIVE MILLION FOUR HUNDRED SIXTY THREE THOUSAND THREE HUNDRED NINETY ONE & 00/100 PESOS (P 5,463,391.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the MWSS Janitorial Services, denominated as Contract No. JS-2017. Bids received in excess of the ABC shall automatically be rejected at the bid opening dated.
2. The MWSS-CO now invites bids from eligible bidders for Janitorial Services to provide competent, qualified and able janitorial and cleaning services including equipment and materials to maintain the premises, building, grounds, guest houses and social facilities owned/managed by MWSS.
3. Pursuant to the 2016 Revised Implementing Rules & Regulation (R2016 RIRR) of Republic Act (RA) 9184, Appendix 14, the contract period shall be for *three (3) years* starting from the issuance of Notice to Proceed. The ABC stated above is for the first year only.
4. Bidders should have completed, within the last five (5) years from the date of submission and receipt of bids, a contract similar to the Contract at hand. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section 5 Instruction to Bidders.
5. Bidding will be conducted through open competitive bidding procedures as specified in the 2016 R2016 RIRR of RA 9184, otherwise known as the "Government Procurement Reform Act". The eligibility check will be limited to establishing the completeness of each prospective Bidder's eligibility requirement by determining the presence or absence of the documents required against a checklist of requirements using non-discretionary pass/fail criteria. If a bidder submits the specific eligibility documents required, it shall be rated as "passed" for that particular requirement. However, failure to submit a requirement or an incomplete or patently insufficient submission shall be considered "failed" for the particular eligibility requirement concerned. Only the bids from Bidders who have passed the eligibility check shall be opened during the bid opening.
6. 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 and subject to Commonwealth Act 138.
7. Interested bidders may obtain further information from **Mr. Noel T. Yamzon**, Vice Chairman, BAC Technical Working Group, Operations Support Department, 4th Floor Administration Building, MWSS Corporate Office; and inspect and purchase the Bidding Documents at the Bids and Awards Committee (BAC) Secretariat at the address given below from Monday to Friday at 9:00 a.m. to 5:00 p.m.

8. In accordance with R.A. 9184, Appendix 25, and GPPB Resolution No. 04-2012 dated February 24, 2012, a complete set of Bidding Documents may be purchased by interested Bidders starting **June 25, 2018**, upon payment in cash of nonrefundable fee in the amount of Php5,000.00. MWSS will only accept Bids from Bidders that have purchased the Bidding Documents.
9. The BAC MWSS-CO will hold a pre-bid conference on **July 11, 2018, 9:30 a.m.** at the Rate Rebasing Room, 4th Floor MWSS Administration Building, Katipunan Avenue, Balara, Quezon City.
10. Bids, together with the eligibility requirements, must be delivered at the 4th floor lobby MWSS Administration Building (Entrance of Administrator's Office) on or before **1:00 p.m.** of **July 25, 2018**. All Bids must be accompanied by a bid security in the form of cash, certified check, cashier's check, bank draft, or irrevocable letter of credit, in the amount equivalent to not less than 2% of the ABC. Late Bids shall not be accepted.
11. Bid opening shall be at **1:30 p.m.**, Philippine Standard Time as indicated in the website of DOST PAGASA on **July 25, 2018**, at the 4th floor Rate Rebasing Room, Administration Building. Bids will be opened in the presence of the bidders, or its representatives who choose to attend at the Bidding Room.
12. The MWSS-CO reserves the right to accept or reject any bid, to cancel/or annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidders. Likewise, the MWSS-CO also explicitly reserves the right to reduce the number of janitorial attendants to be deployed at anytime during the duration of the contract.
13. The performance of the janitorial services agency shall be evaluated every year and the result shall be used as basis whether to continue or discontinue the contract.

The Chairperson
Bids and Awards Committee (BAC)
Metropolitan Waterworks and Sewerage System
c/o The BAC Secretariat
MWSS Administrator's Open Conference Room
4th Floor, Administration Building
Katipunan Road, Balara, Quezon City
Tel. No: 920-5521 loc. 107 & 920-5559
Tel/Fax: 921-2887


LEONOR C. CLEOFAS
BAC Chairperson