



**SUPPLEMENTAL/BID BULLETIN NO. 1**

**Engagement of Multi-year Janitorial Services  
CONTRACT NO. MWSS-2021-MYJS  
5 August 2021**

**To all Prospective Bidders:**

Please take note that the Pre-bid Conference for the above-mentioned contract which is scheduled on 13 August 2021 (Friday) at 10:00AM (PST), will be conducted through an online video conference using **Google Meet**: [meet.google.com/emo-vhyz-rud](https://meet.google.com/emo-vhyz-rud)

Guidelines for the virtual Pre-Bid Conference is provided below as Annex "A".

This Supplemental/Bid Bulletin shall form an integral part of the Bidding Documents.

For your guidance and information.

  
**JOSE D. DORADO, JR.**  
Chairperson  
Bids and Awards Committee (BAC)

*JD*



## ANNEX "A"

### GUIDELINES ON THE CONDUCT OF VIRTUAL PRE-BID CONFERENCE ON THE ENGAGEMENT OF MULTI-YEAR JANITORIAL SERVICES (CONTRACT NO. MWSS-2021-MYJS)

Date and Time of Pre-Bid Conference: **13 August 2021, 10:00AM (PST)**

Google Meet Link: <https://meet.google.com/emo-vhyz-rud?hs=224>

#### 1. To Join the Pre-bid Conference

1.1. Prospective bidders may send the following details to the BAC Secretariat at [mwssco.bac.secretariat2015@gmail.com](mailto:mwssco.bac.secretariat2015@gmail.com) / [bac@mwss.gov.ph](mailto:bac@mwss.gov.ph)

- Name of Representative
- Company Name
- Contact Number
- Email address

1.2. Prospective bidders must open the **google meet link** provided to join the pre-bid conference. After joining, prospective bidders will be able to see and hear the people in the meeting;

1.3. Prospective bidders should make themselves available ten (10) minutes before the start of the conference.

#### 2. Attendance to the Pre-bid Conference

2.1. Prospective bidders must identify themselves upon entering the virtual room by typing in the chat box the following (Failure to comply may result in the individual getting kicked out of the conference):

- Name of the Representative
- Name of Company
- Contact Number/Email address

2.2. Prospective bidders will be muted at the start of the pre-bid conference;

2.3. Prospective bidders will be given time to raise their queries for every section of the Bidding Documents that will be discussed;

2.4. Prospective bidders, upon being acknowledged by the BAC Chairperson, must state their name and company before asking a question or commenting;

2.5. Prospective bidders must wait for a participant to finish before speaking;

2.6. Prospective bidders are enjoined to be fully present for the whole duration of the pre-bid conference

Thank you.