



**INVITATION TO BID FOR THE FOLLOWING EQUIPMENT:**

**One (1) Lot Multi-year for the Janitorial Services @ PTRI Main Office, Bicutan, Taguig City and Technological Center, Misamis Oriental**

1. The **Philippine Textile Research Institute (PTRI)**, through the Early Procurement Activity FY 2025 project intends to apply the sum of **One Million Eight Hundred Forty-four Thousand Pesos (PHP 1,844,000.00)** being the ABC to payments under the contract.

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

2. The PTRI now invites bids for the above Procurement Project. Deployment of Janitors is required within 10 calendar days upon receipt of notice from the Finance and Administrative Division. Bidders should have completed, within **five (5) 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 PTRI and inspect the Bidding Documents at the address given below during **8:00 a.m. to 5:00 p.m.**
5. A complete set of Bidding Documents may be acquired by interested Bidders on 20 November 2024 to 16 December 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 **Php 1,844.00**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person.
6. The PTRI will hold a Pre-Bid Conference on **27 November 2024, (Wednesday) at 4:00 p.m.**, through video conferencing or webcasting via Zoom, which shall be open to prospective bidders as least one (1) hour before the conduct of Pre-Bid Conference.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, on or before **16 December 2024, (Monday) from 3:00 p.m. to 4:00 p.m.** 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 **16 December 2024 (Monday) at 04:00 p.m.**, at the PTRI Training Room, 3<sup>rd</sup> Floor PTRI Main Building, Gen. Santos Ave., Bicutan, Taguig City. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The bidders shall submit two (2) sets of documents. Original and copy 1 duly sealed, labeled and countersigned. Each set contains two (2) envelopes, one (1) technical, and one (1) Financial Proposal. The two (2) sets i.e. Original and Copy 1, must be contained in an outer envelope/packaging duly sealed, labeled and countersigned. All pages must be signed by the duly authorized staff/personnel. The labels must contain the accurate PhilGEPS reference number.
11. The PTRI 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:  
  
**Ms. MARILOU G. AGUSTIN / Mr. CARLO M. BAHIL**  
BAC Secretariat  
Philippine Textile Research Institute  
General Santos Avenue, Bicutan, Taguig City  
[bacsecretariat@ptri.dost.gov.ph](mailto:bacsecretariat@ptri.dost.gov.ph)  
Tel No. (02) 8837-2072 (loc. 2373) or  
Tex./Fax No. (02) 8837-074
13. You may visit the following websites:

For downloading of Bidding Documents: <https://www.ptri.dost.gov.ph/>

19 November 2024

  

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**EVANGELINE FLOR P. MANALANG**  
BAC Chairperson