



Republic of the Philippines
Department of Finance
PRIVATIZATION AND MANAGEMENT OFFICE

104 Gamboa Street, Legaspi Village, Makati City 1229



INVITATION TO BID
PROVISION OF MANPOWER SERVICES
(Clerk, Housekeeping, Driver/Messenger, and Messenger)
PMO 04-2018

1. The **Privatization and Management Office (PMO)**, through its **General Appropriations Act and Corporate Fund FY 2019**, intends to apply the sum of **Eight Million Seven Hundred Seventy Thousand Pesos (P8,770,000.00)**, being the **Approved Budget for the Contract (ABC)** to payments under the contract for **Provision of Manpower Services (PMO 04-2018)**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **Privatization and Management Office-Bids and Awards Committee (PMO-BAC)** now invites bids for **Provision of Manpower Services (PMO 04-2018)** from Philippine Government Electronic Procurement System (PhilGEPS)-registered manpower agencies. Delivery of the Goods is required for one (1) year. Bidders should be in compliance with all of its ongoing government and private contracts and should have completed in the Philippines, within the **last 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.

Interested bidders must be engaged in the manpower services business (providing Clerk, Housekeeping, Driver/Messenger, and Messenger) for at least ten (10) years prior to the submission of the bids.

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) 9184, otherwise known as the "Government Procurement Reform Act".

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.

4. Interested bidders may obtain further information from **PMO-BAC Secretariat at the 5th Floor, Privatization and Management Office** and inspect the Bidding Documents at the address given below during office hours, **8:00 AM - 5:00 PM**.
5. A complete set of Bidding Documents may be acquired by interested Bidders starting **26 November 2018, 8:00 AM-5:00 P.M., Mondays to Fridays, at the PMO-BAC Secretariat** from the address 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 Ten Thousand Pesos (Php10,000.00), to the PMO Cashier located at 6th Floor Privatization and Management Office, 104 Gamboa St., Legaspi Village, Makati City.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

6. The PMO-BAC will hold a Pre-Bid Conference on **3 December 2018 at 10:00 AM., Monday** at the 4th Floor Activity Area, Privatization and Management Office, 104 Gamboa St., Legaspi Village, Makati City which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat at the address **below on or before December 17, 2018, Monday, 10:00 AM.** All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause 18.**

Bid opening shall be on **December 17, 2018, Monday, 10:00 AM** at 4th Floor Activity Area, Privatization and Management Office, 104 Gamboa St., Legaspi Village, Makati City. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.

8. PMO-BAC shall not compensate or indemnify Bidders or any other person for any expenses incurred in the preparation of bids.

Bids must be delivered to the following address on or before the schedule of bid opening as indicated below:

**BIDS AND AWARDS COMMITTEE (BAC)
PRIVATIZATION AND MANAGEMENT OFFICE
104 Gamboa Street, Legaspi Village, Makati City**

9. The PMO 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 Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
10. For further information, please refer to:

**BIDS AND AWARDS COMMITTEE
PRIVATIZATION AND MANAGEMENT OFFICE**
104 Gamboa Street, Legaspi Village, Makati City
Telephone No.: (+632) 818.8305
Facsimile No.: (+632) 810-7578
Website: www.pmo.gov.ph

Approved by:

(Sgd.) **MELINDA B. CORTEZ**
Chairperson, PMO-BAC