

INVITATION TO BID

FOR

the Provision of Security Services for 12 months (January-December 2019)

- The *Department of Agriculture Regional Field Office No. 5* through the *GAA 2019* intends to apply the sum of *Seven Million Four Hundred Twenty One Thousand Seven Hundred Twenty One Pesos & Eighty Four Centavos (Php 7,421,721.84)* being the Approved Budget for the Contract (ABC) to payments under the contract for Security Guards. The agency is inviting reputable, competent and PhilGeps registered Security Agencies to apply for eligibility and to bid for the provision of thirty nine (39) Security Guards per months for the contract period starting January 2019 until December 2019.

The above-mentioned procurement project is particularly described as follows:

No.	Description	QTY	ABC (Php) (inclusive of VAT)	Funding Source	Bid Security: Cash/Cashier's /Manager's Check, Bank Draft/Guarantee, Irrevocable Letter of Credit (2%) (Php)	Bid Security: Surety Bond (5%) (Php)	Cost/Price of Bid Documents (cash payment only) (Php)
	Security Services For DA RFO5 Period covered: Jan-Dec. 2019 (12 months)	39	15,858.38/ Guard	GAA 2019	148,434.44	371,086.09	7,000.00
	TOTAL		7,421,721.84				

No.	Description	QTY	Location of Project	Specifications	Delivery of the Goods
	Security services for DA RFO-5	39	DA RFO5, RADDL, BEST-HVCDP, DA Livestock, Daet, CN, Sorsogon	<p>Amount due direct to Guard</p> <p>Average Pay/mo. [DW x no. of days per year/12] Night differential Pay [Ave. pay/mon x 10% x1/3] 13th Month Pay [DW x 365 x 12/12] 5 days Incentives Pay [DW x 5/12] Uniform allowance [RA 5487] Retirement Benefit [RA 7641]</p> <p>Amount due to Government in favour of Guard</p> <p>SSS Premium-Employers share</p>	12 months

				Philhealth Contribution SIF Employers Share (Php 10.00) Pag-Ibig Fund Employers Share Agency fee Value Added Tax (VAT)-12%	
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2. The **Department of Agriculture Regional Field Office No. 5** now invites bids for the Provision of Security Services. Delivery of the Goods is required immediately ***upon receipt of the Notice To Proceed (NTP)***. 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) 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 **Department of Agriculture Regional Field Office No. 5** and inspect the Bidding Documents at the address given below during ***8:00 AM to 5:00 PM, Monday to Friday, before the opening of bids, scheduled on December 10, 2018, 1:30 PM.***

5. A complete set of Bidding Documents may be acquired by interested Bidders on ***November 19, 2018 to December 10, 2018 (10:00 AM)*** 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 stated above.

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 **Department of Agriculture Regional Field Office No. 5** will hold a **Pre-Bid Conference¹ on November 26, 2018, 1:30 PM** at ***DA Library, Research Building, DA RFO-5, San Agustin, Pili, Camarines Sur*** 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 10, 2018, 1:00 PM***. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause Error! Reference source not found.**

Bid opening shall be on December 10, 2018, 1:30 PM at *DA Library, Department of Agriculture Regional Field Office No. 5, Sa Agustin, Pili, Camarines Sur*. 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. The ***Department of Agriculture Regional Field Office No. 5*** 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.

9. For further information, please refer to:

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Chief, RAED / Head, BAC Secretariat
Department of Agriculture, Regional Field Office No. 5
San Agustin, Pili, Camarines Sur 4418
Tel. No. (054) 477-3356

November 13, 2018, San Agustin, Pili, Camarines Sur

ROSARIO C. SALES
Chief, Admin. & Finance Division
Chairperson, Bids and Awards Committee