



Republic of the Philippines
COMMISSION ON AUDIT
Regional Office No. XIII
Butuan City

Bids and Awards Committee

November, 27, 2020
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INVITATION TO BID PROCUREMENT OF JANITORIAL SERVICES FOR COA ROXIII, BUTUAN CITY (6-JANITORIAL PERSONNEL)

1. The *Commission on Audit, Regional Fifteen Office No. 13, South Montilla Blvd., Butuan City*, through its *General Fund for the year 2021* intends to apply the sum of *Seven Hundred Twenty-Nine Thousand Three Hundred Thirteen & 38/100 Pesos Only (Php 729,313.38)* being the Approved Budget for the Contract (ABC) for *Janitorial Services* and to payments under the contract for *Procurement of Janitorial Services for COA ROXIII, Butuan City*. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *Commission on Audit, Regional Office No. 13, South Montilla Blvd., Butuan City* now invites bids for the *Procurement of Janitorial Services for COA ROXIII, Butuan City*. Delivery of the Services is required for *One (1) year period, to commence on the date provided in the contract agreement*. Bidders should have completed, within *the two (2) years period* 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 Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the "Government Procurement Reform Act".
4. 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.
5. Interested bidders may obtain further information from *The Office of the Bids and Awards Committee, COA Regional Office No. 13, South Montilla Blvd., Butuan City* and inspect the Bidding Documents at the address given below during *office hours, from Mondays to Fridays*.

6. A complete set of Bidding Documents may be purchased by interested Bidders on **November 27, 2020 until December 16, 2020 at 12:00nn** from the address below and upon payment of a nonrefundable fee for the Bidding Documents in the amount of **One Thousand Pesos Only (Php 1,000.00)**.
7. The *Bids and Awards Committee of Commission on Audit Regional Office No. 13, Butuan City* will hold a Pre-Bid Conference on **December 04, 2020 at 2:00pm** at the **Second Floor_Conference Room, COA Regional Office No. 13, South Montilla Blvd., Butuan City**, which shall be open to all interested parties. The proceedings may also be observed thru hybrid via zoom; **Zoom ID: 84598743136, Password: prebid**.
8. Bids must be delivered to the address below on or before **December 16, 2020 at 2:00pm**. 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 16, 2020 at 2:00pm (or immediately after the deadline for submission of bids)** at the **Second Floor_Conference Room, COA Regional Office No. 13, South Montilla Blvd., Butuan City**. Bids will be opened in the presence of the Bidders' representatives who choose to attend at the address below. The proceedings may also be observed thru hybrid via zoom; **Zoom ID: 81710075971, Password: bidproper**. Late bids shall not be accepted.
9. The *Commission on Audit, Regional Office No. 13, Butuan City* reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.
10. For further information, please refer to:

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