



INVITATION TO BID
Procurement of Multi- Year Obligational Janitorial and
Maintenance Services Requirement Including Supplies and
Materials for the NEA Building
(Up to December 31, 2027)

1. The National Electrification Administration (NEA), through the FY 2025 Corporate Operating Budget and Board Resolution No. 2024-24 intends to apply the sum **Seven Million Eight Hundred Thirty-Seven Thousand Five Hundred Seventy Pesos and Seventeen Centavos (₱7,837,570.17)** being the ABC to payments under the contract for **"Procurement of Multi-Year Obligational Janitorial and Maintenance Services Requirement Including Supplies and Material for the NEA Building (Up to December 31, 2027)"**, Project ID No. NEA PB No. 2025-01 EPA. For the purpose of early procurement authorized under Section 7.6, **no award of contract shall be made until the approval and effectivity of the FY 2025 Corporate Operating Budget.** The period for the performance of the obligations under the Contract shall not go beyond the validity of the corresponding appropriations for the Project. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The NEA now invites bids for the above Procurement Project. Delivery of the Goods is required as specified in Section VI (Schedule of Requirements) of the Bidding Documents. Bidders should have completed, **within the period of 18 November 2019 to 17 November 2024** 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.

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 **NEA-Bids and Award Committee (BAC) Secretariat** and inspect the Bidding Documents at the **BAC Office, 3/F Right Wing, NEA Building, #57 NIA Road, Government Center, Diliman, Quezon City, from Monday to Friday, 8:00 A.M. to 5:00 P.M.**
5. A complete set of Bidding Documents may be acquired by interested Bidders on **29 October 2024** at the address and time 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 Procuring



Entity. However, the Bidders shall pay the applicable fee of **Ten Thousand Pesos (P10,000.00)** for the Bidding Documents not later than the submission of their bids.

6. The NEA will hold a Pre-Bid Conference on **06 November 2024, 10:00 A.M.** at **Cultural Affairs Room (CAR), 2/F Left Wing, NEA Building, #57 NIA Road, Government Center, Diliman, Quezon City** which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat at the address below, through manual submission at the office address indicated below, on or before **18 November 2024, 10:00 A.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 **18 November 2024, 10:15 A.M.** at the **Cultural Affairs Room (CAR), 2/F Left Wing, NEA Building, #57 NIA Road, Government Center, Diliman, Quezon City.** Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The NEA 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.
11. For further information, please refer to:

JULIO H. COLINA

Head, BAC Secretariat

National Electrification Administration (NEA)

BAC Office, 3/F Right Wing, NEA Building,

#57 NIA Road, Government Center, Diliman, Quezon City

E-mail address: nea.bac.secretariat9184@gmail.com

Tel. No. 8929-19-09 local 3138

12. You may visit the following websites:

For downloading of Bidding Documents: <https://www.nea.gov.ph/ao39/bids-and-notices>

Quezon City, Philippines, 29 October 2024


Atty. ALEXANDER PAUL T. RIVERA
Chairperson, Bids and Awards Committee