



Republic of the Philippines
Department of Agriculture

SUGAR REGULATORY ADMINISTRATION

Sugar Center Bldg., North Avenue, Diliman, Quezon City, Philippines 1101

TIN 000-784-336

Website: <http://www.sra.gov.ph>

Email Address: srahead@sra.gov.ph

Tel No. (632) 8929-3633, (632) 3455-2135, (632) 3455-3376

INVITATION TO BID FOR THE CONTRACT FOR THE SUPPLY OF JANITORIAL SERVICES CY 2024-2026

1. The **Sugar Regulatory Administration (SRA)**, through the **2024 SRA Corporate Operating Budget (COB)** intends to apply the sum of **Eighteen Million Pesos (Php18,000,000.00)** being the Approved Budget for the Contract (ABC) to payments under the Contract for **Supply of Janitorial Services CY 2024-2026**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **Sugar Regulatory Administration (SRA)** now invites bids for the above Procurement Project. Delivery of the Goods shall commence on **January 1, 2024**. Bidders should have completed, within **three (3) 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.

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 **BAC Secretariat, Sugar Regulatory Administration (SRA)** and inspect the Bidding Documents at the address given below during **8:00 AM – 5:00 PM**.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **October 02, 2023 to October 24, 2023** 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 25,000.00**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees through a copy of Official Receipt (OR) to be presented vt the Authorized Representative.
6. The **Sugar Regulatory Administration (SRA)** will hold a Pre-Bid Conference **on-site** on **October 10, 2023, 01:30 PM** at **SRA Social Hall, Sugar Regulatory Administration (SRA), North Avenue, Diliman, Quezon City**, which shall be open to prospective bidders.



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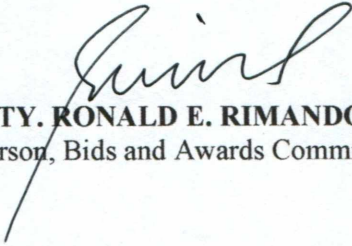


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7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, on or before **October 24, 2023, 01:30 PM**. Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 14.
9. **Bid opening** shall be on **October 24, 2023, 01:30 PM** at the given address below **SRA Social Hall, Sugar Regulatory Administration (SRA), North Avenue, Diliman, Quezon City** through physical or face-to-face. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. *No bidder shall "Deal Secretly" or give commission to any SRA Officers/Employees pursuant to SRA Memorandum dated September 8, 2016. Violation of this restriction shall be a ground for disqualification.*
11. The **Sugar Regulatory Administration (SRA)** 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:

Jenny Lou R. Flores
Head, BAC Secretariat
Sugar Regulatory Administration (SRA)
North Avenue, Diliman, Quezon City
Telephone No. (02) 8926-64-71
Email Address: sra.bac@sra.gov.ph

October 02, 2023


ATTY. RONALD E. RIMANDO
Chairperson, Bids and Awards Committee