



Republic of the Philippines
SURIGAO METROPOLITAN WATER DISTRICT
BIDS AND AWARDS COMMITTEE
Km. 2, National Highway, 8400 Surigao City

INVITATION TO BID FOR
“HIRING OF SECURITY MANPOWER SERVICES FOR CY 2018,
FIFTEEN (15) SECURITY GUARDS (13 Male & 2 Female) for
ONE (1) year contract to commence on Jan. 1, 2018 until Dec. 31, 2018”

TITLE : “HIRING OF SECURITY MANPOWER SERVICES FOR CY 2018, FIFTEEN (15) SECURITY GUARDS (13 Male & 2 Female) for ONE (1) year contract to commence on Jan. 1, 2018 until Dec. 31, 2018”

REFERENCE: JOR # 2017-526

ABC : P 2,610,382.56

SOURCE OF FUND: SMWD FUNDS

BID DOCS FEE: P 5,000.00 (non-refundable)

PRE-BID CONFERENCE: Friday, NOVEMBER 3, 2017, 2:00 PM AT THE BOD ROOM, 2ND FLOOR OF SMWD ADMIN. BUILDING, SURIGAO CITY

BID OPENING: Friday, NOVEMBER 17, 2017, 2:00 P.M. AT THE BOD ROOM, 2ND FLOOR OF SMWD ADMIN. BUILDING, SURIGAO CITY

1. The SURIGAO METROPOLITAN WATER DISTRICT now invites bids for the “HIRING OF SECURITY MANPOWER SERVICES FOR CY 2018, FIFTEEN (15) SECURITY GUARDS (13 Male & 2 Female) for ONE (1) YEAR CONTRACT TO COMMENCE ON JAN. 1, 2018 UNTIL DEC. 31, 2018”. Bidders should have completed, **within five (5) 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.
2. 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”.

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.
3. Interested bidders may obtain further information from SURIGAO METROPOLITAN WATER DISTRICT and inspect the Bidding Documents at the address given below during working days from 8:00 – 12:00 AM and 1:00 – 5:00 PM.

4. Interested bidders are required to submit a Letter Of Intent before the purchase of bid documents. A complete set of Bidding Documents may be purchased by interested Bidders on **October 30, 2017 until 12:00 noon of November 17, 2017** from the address below and upon payment of a nonrefundable fee for the Bidding Documents in the amount of Five Thousand Pesos Only (**Php 5,000.00**).

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 non-refundable fee for the Bidding Documents not later than the submission of their bids.

You can pay the Bidding Documents Fee at the SMWD cashier on the days and time stated above or you can deposit your payment in this account:

DEVELOPMENTBANK OF THE PHILIPPINES (DBP) SURIGAO CITY BRANCH

Account Name : Surigao Metropolitan Water District
Account Number : 01090-850-4

Correspondingly, kindly **fax to us the deposit slip** of your payments so that we can immediately send the bid documents to your end.

The Procuring Entity will hold a pre-bid conference for this Project on **Friday, NOVEMBER 3, 2017 AT 2:00 PM AT THE BOD ROOM, 2ND FLOOR OF SMWD ADMIN. BUILDING, SURIGAO CITY**

5. Bids **must be delivered** to the address below **on or before 2:00 PM of NOVEMBER 17, 2017**. All Bids must be accompanied by a bid security thru ***cash or cashier's/manager's check issued by a Universal or Commercial Bank or bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank in the amount of not less than 2% of the ABC or surety bond callable upon demand issued by surety or insurance company duly certified by the Insurance Commission as authorized to issue such security in the amount of not less than 5% of the ABC or Bid Securing Declaration that is an undertaking which states, among others, that the bidder shall enter into contract with the procuring entity as per GPPB RESOLUTION NO. 03-2012***, as stated in ITB Clause 18.

Bid opening shall be on **NOVEMBER 17, 2017 (Friday) at 2:00 PM**, SMWD Board Room, SMWD Admin. Bldg., Km. 2, National Highway, 8400 Surigao City. Bid proposals sent thru courier and/or hand carried must be received to the address below before the opening of bids. Bids will be opened in the presence of the Bidder's representatives who choose to attend at the opening of bid at the address stated. Late bids shall not be accepted.

6. The SURIGAO METROPOLITAN WATER DISTRICT 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.
7. For further information, please call at (086) 826-6300, (086) 826-5543 and look for:

GRACE T. BALINA (SGD)
Secretariat
Surigao Metropolitan Water District
Email address: **smwdbac_surigao@yahoo.com**

SANDRA S. BONILLA (SGD)
Chairman, Bids and Awards Committee
Km. 2, National Highway, 8400 Surigao City