

December 01, 2011

INVITATION TO APPLY FOR ELIGIBILITY AND TO BID

Re: Service Provider for the Manpower Contractual Services

- I. The Philippine Retirement Authority, through its Bids and Awards Committee (BAC), is inviting bidders to apply for eligibility and to bid for hereunder project:

Name of Project : **Service Provider for the Contractual Manpower Services.**

Approved Budget for the Contract (ABC) : **P 12,000,000.00**

Term of Contract : **One (1) year**

Delivery Period : **January 2012**

- II. All bids for the abovementioned item/project/s must be accompanied by a bid security in the form of cash (2% of ABC) or Cashier's/Managers check or Surety Bond (5% of ABC) stamped "callable on demand". Late bids shall not be accepted.

- III. Bidding will be conducted through open competitive bidding procedures using non-discretionary pass/fail criteria as specified in the Implementing Rules and Regulations (IRR for the Republic Act No. 9184) otherwise known as the "Government Procurement Reform Act". The process for the eligibility check is described in Section II of the Bidding Documents, ITB. Only Bids from Bidders who passed the eligibility check will be opened. The Bidder with the **Lowest Calculated Bid** shall advance to the post-qualification stage in order to finally determine responsiveness of the bid to technical and financial requirements of the project. The contract shall then be awarded to the **Lowest Calculated and Responsive Bidder (LCRB)** whose bid is found to be advantageous to the government.

- IV. The Schedule of Activities is listed as follows in accordance with R. A. 9184:

ACTIVITIES	SCHEDULE
1. Advertisement/Posting of Invitation to Bid/Request for Expression of Interest	December 2 to December 8, 2011
2. Issuance of Bid Documents	December 2 to December 8, 2011
2. Pre-Bid Conference	December 9, 2011 at 9:00 A. M.
3. Deadline for Submission of Bids	December 20, 2011 at 3:00 P.M.
4. Opening of Bids	December 20, 2011 at 3:30 P.M.

- V. Bid Documents will be available only to prospective bidders upon payment of **Twelve Thousand Pesos (Php12,000.00)**. The Bidding Documents shall be received formally by the prospective bidder or his authorized representative. Only those who have purchased the documents can attend the opening of the Bids.

- VI. The Philippine Retirement Authority reserves the right to accept or reject any BID, and to annul the bidding process and reject all Bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder or Bidders.

For further information, please refer to:

MS. SHANNON ALYSSA L. SANTOS

BAC Secretariat

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MS. LEONARDA M. GARCIA
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Bids and Awards Committee