

**PORT MANAGEMENT OFFICE – ZAMBOANGA DEL NORTE**

Port of Dapitan, Dapitan City Tel. No. (065) 213-6594-95

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**INVITATION TO APPLY FOR ELIGIBILITY AND TO BID**

The ***Philippine Ports Authority, Port Management Office of Zamboanga del Norte,*** through its Bids and Awards Committee (BAC), invites suppliers to apply for eligibility and to bid for the hereunder project:

Name of Project : **PROVISION OF TEMPORARY SUPPORT PERSONNEL**

Location : Philippine Ports Authority, Port Management Office of Zamboanga

 del Norte, Port of Dapitan, San Vicente, Dapitan City

Approved Budget

For the Contract : **Php2,144,949.68**

Funding : **PPA Corporate Funds**

Contract Duration : **Six (6) Months – July 1, 2016 to December 31, 2016**

Temporary Support Personnel:

 Place of Assignment No. of Personnel Position

1. PMO ZDN / Dapitan

Office of the Port Manager One (1) Secretary A

 One (1) Driver Mechanic

Port Services Division

 Four (4) Data Encoders

 One (1) Sr. Management Information

 System Analyst

Administrative Support One (1) Clerk Processor

 Two (2) Utility Workers

Engineering Services Division One (1) Building Electrician

 One (1) Carpenter A

 Two (2) Utility Workers

 One (1) Draftsman

Finance Section One (1) Accounting Processor One (1) Collection Rep. B

 One (1) Data Encoder

**GRAND TOTAL \_\_ 18\_\_\_**

Prospective bidders should have completed, within the last ten (10) years from the date of submission and receipt of bids, a single contract that is similar to the Project, the value of which must be at least fifty percent (50%) of the Approved Budget for the Contract (ABC) to be bid. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section III, Instruction to Bidders.

All particulars relative to eligibility Statement and Screening, Bid Security, Performance Security, Pre-Bidding Conference(s), Evaluation of Bids, Post-Qualification and Award of Contract shall be governed by the pertinent provisions of R.A. 9184 and its Implementing Rules and Regulation (IRR).

The complete schedule of activities is listed, as follows:

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| **Activities** | **Schedule** |
| 1. Issuance of Bid Documents |  Apr.26- May 24, 2016 |
| 2. Pre-bid Conference |  May 12, 2016 @ 10:00AM |
| 3. Submission and Opening of Bids |  May 24, 2016 @ 10:00 AM |

Letter of Intent will be received from **April 26, 2016 to May 24, 2016**. All interested bidders must click the Document Request List (DRL) in the PhilGEPS.

Bid Documents will be available only to prospective bidders upon payment of a non-refundable amount of **Five Thousand Pesos Only (Php 5,000.00)** exclusive of VAT,to the PPA-PMO Zamboanga del Norte Cashier.

PPA-PMO Zamboanga del Norte assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of the bid and reserves the right to reject any and/or all bids, waive any informality therein and to accept such bid most advantageous to PPA-PMO Zamboanga del Norte.

**(SGD)ARLENE A. OBORDO**

Chairperson, BAC-PG-ZDN