

# *MANPOWER OUTSOURCE CLUSTER*

# *NATIONAL CAPITAL REGION/CENTRAL & NORTHERN LUZON*

# *BIDS & AWARD COMMITTEE*

PMO-NCR South, PNR Building, Muelle de San Francisco St.

South Harbor, Port Area, South Harbor Manila

Tel. Nos. 525-5264 to 67, Telefax No. 4950163

**INVITATION TO BID**

PROCUREMENT OF CONTRACT FOR MANPOWER SERVICES FOR PORT MANAGEMENT OFFICES (PMOs) NCR SOUTH, NCR NORTH AND BATAAN/AURORA FROM JUNE 01 TO DECEMBER 31, 2016

1. The Philippine Ports Authority (PPA), through its Manpower Outsource Cluster – National Capital Region/Central and Northern Luzon Bids and Award Committee (MOCNCRCNL BAC) and availing of its Corporate Operating Budget, intends to apply the sum of **Twenty Eight Million Six Hundred Twenty Nine Thousand Nine Hundred Seventy One Pesos & 51/100 (₱28,629,971.51)** being the Approved Budget for the Contract (ABC) to payments under the Contract for Manpower Services for PMOs NCR South, NCR North, Bataan/ Aurora and Northern Luzon from June 01 to December 31, 2016. Bids received higher than the ABC shall be automatically rejected at bid opening.
2. The PPA MOCNCRCNL Bids and Award Committee now invites bids from prospective bidders for the Procurement of Manpower Services for PMOs NCR South, NCR North, Bataan/Aurora and Northern Luzon to be rendered from June 01 to December 31, 2016 for the following offices:

**OFFICES NO. OF DELIVERY OF**

 **POSITIONS SERVICES**

 PMO – NCR South 62 June 01–December 31, 2016

 PMO – NCR North 93 June 01–December 31, 2016

 PMO – BATAAN/AURORA 18 June 01–December 31, 2016

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 **TOTAL 173**

1. Prospective Bidders should have completed, within the last five (5) 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, 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, known as the “Government Procurement Reform Act”, and is restricted to duly licensed Filipino citizens/sole proprietorships, partnerships, or organizations duly organized under the laws of the Philippines and wholly owned by citizens of the Philippines
3. Interested bidders may obtain further information and inspect and/or purchase Bidding Documents from ***8:00 A. M. to 4:00 P.M.*** at the address given below from **April 25,2016**until **May 20, 2016** upon payment of a non-refundable fee in the amount of ***Ten Thousand Pesos (P10,000.00), plus applicable VAT therefor***:

***The Head Secretariat***

***Manpower Outsource Cluster - NCR/Central &***

 ***Northern Luzon Bids and Awards Committee (MOCNCRCNL BAC)***

***PMO-NCR South, PNR Building, 22 Muelle de San Francisco St.***

***South Harbor, Port Area, South Harbor Manila***

Bidding documents may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Philippine Ports Authority, provided that prospective bidders shall pay, either in cash or equivalent, its non-refundable fee not later than May 20, 2016.

1. The PPA MOCNCRCNL Bids and Award Committee shall hold a Pre-bid Conference on **May 11, 2016** at **10:00 A.M.** at PMO–NCR South Conference Room M, Mezzanine Floor, PNR Building, 22 Muelle de San Francisco Street, South Harbor, Port Area, Manila, which may be attended by all interested parties. Only those who have duly purchased the Bidding Documents are allowed to raise or submit written queries/clarifications during the Pre-bid conference.
2. Bids must be delivered to and received by the Secretariat of the MOCNCRCNL Bids and Award Committee at the PMO–NCR South Conference Room M, Mezzanine Floor, PNR Building, 22 Muelle de San Francisco Street, South Harbor, Port Area, Manila not later than **9:00 A.M.** on **May 20, 2016*.*** Late bids shall not be accepted. All bids must be accompanied by a Bid Security in any of the following acceptable forms and amounts in Philippine Currency:

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| **Form of Bid Security** | **Amount of Bid Security****(Equal to Percentage of the ABC)** |
| a) Surety Bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security. | Five percent (5%) |
| b) Bid Securing Declaration |  |

1. Bid duly received shall be opened by the MOCNCRCNL Bids and Award Committee at **9:15 A.M.** on **May 20, 2016** at PMO – NCR South Conference Room M, Mezzanine Floor, PNR Building, 22 Muelle de San Francisco Street, South Harbor, Port Area, Manila in the presence of the bidders or representatives attending said activity.
2. The PPA 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.
3. Request for further information shall be directed to:

***The Head Secretariat***

MOCNCRCNL Bids and Award Committee

PMO – NCR South, PNR Building, 22 Muelle de San Francisco Street

South Harbor, Port Area, Manila

Tel. No. (02) 525-5264 locals 516/

Telefax No. 522-4009

Website: www.ppa.com.ph

**FRANCISQUIEL O. MANCILE**

Chairperson

MOCNCRCNL Bids and Award Committe