

# *MANPOWER OUTSOURCE CLUSTER*

# *NATIONAL CAPITAL REGION AND CENTRAL 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 TECHNICAL AND ADMINISTRATIVE SUPPORT PERSONNEL FOR PORT MANAGEMENT OFFICES (PMOs)**

**NCR SOUTH, NCR NORTH AND BATAAN/AURORA FROM**

***AUGUST 01, 2016 TO JULY 31, 2017***

1. The Philippine Ports Authority (PPA), through its Manpower Outsource Cluster – National Capital Region and Central Luzon Bids and Award Committee (MOCNCRCL BAC) and availing of its Corporate Operating Budget, intends to apply the sum of **FIFTY MILLION SEVEN HUNDRED SIXTY EIGHT THOUSAND FIVE HUNDRED SIX & 28/100 (₱50,768,506.28)** being the Approved Budget for the Contract (ABC) to payments under the Contract for Manpower Services for PMOs NCR South, NCR North, Bataan/ Aurora from August 01, 2016 to July 31, 2017. Bids received higher than the ABC shall be automatically rejected at bid opening.
2. The PPA MOCNCRCL Bids and Award Committee now invites bids from prospective bidders for the Procurement of Manpower Services for PMOs NCR South, NCR North, Bataan/Aurora to be rendered from August 01, 2016 to July 31, 2017 for the following offices:

**OFFICES NO. OF DELIVERY OF**

**POSITIONS SERVICES**

PMO – NCR South 66 August 01, 2016–July 31, 2017

PMO – NCR North 93 August 01, 2016–July 31, 2017

PMO – BATAAN/AURORA 19 August 01, 2016–July 31, 2017

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**TOTAL 178**

1. 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 Contract, the value of which must be at least fifty percent (50%) of the present Approved Budget for the Contract (ABC). The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section III, Instructions to bidders. A similar contract shall involve to the deployment of positions in the field of Engineering, Accountancy, Information Technology, Logistics, Administrative and the like.
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 **June 23,2016**until **July 18, 2016** upon payment of a non-refundable fee in the amount of ***Twenty Two Thousand Four Hundred Pesos (P22,400.00),*** *inclusive of VAT thereof*:

***The Head Secretariat***

***Manpower Outsource Cluster – NCR and Central***

***Luzon Bids and Awards Committee (MOCNCRCL BAC)***

***PMO-NCR South, PMO 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, a non-refundable fee not later than July 18, 2016.

1. The PPA MOCNCRCL Bids and Award Committee shall hold a Pre-bid Conference on **July 06, 2016** at **10:00 A.M.** at PMO–NCR South Conference Room S, Mezzanine Floor, PMO 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 S, Mezzanine Floor, PMO Building, 22 Muelle de San Francisco Street, South Harbor, Port Area, Manila not later than **9:00 A.M.** on **July 18, 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%)  (Php 2,538,425.31) |
| b) Bid Securing Declaration |  |

1. Bid duly received shall be opened by the MOCNCRCL Bids and Award Committee at **9:15 A.M.** on **July 18, 2016** at PMO – NCR South Conference Room S, 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***

MOCNCRCL Bids and Award Committee

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

South Harbor, Port Area, Manila

Tel. No. (02) 525-5264 locals 516/512

Telefax No. 522-4009

Website: www.ppa.com.ph

(Original Signed)

**FRANCISQUIEL O. MANCILE**

Chairperson

MOCNCRCL Bids and Award Committee