



## REQUEST FOR QUOTATION

The Philippine Ports Authority, PMO Mindoro, through its Bids and Awards Committee (BAC) for the Procurement of Goods and Consultancy Services (BAC-PGCS), invites contractors registered with Department of Trade and Industries (DTI) or Securities and Exchange Commission (SEC) to submit your bid proposal for the hereunder project.

Name of Contract : Procurement of Additional Janitorial and Maintenance Services of PMO Mindoro for CY 2018

Ref Number : PGS-MIN 05 – 2018

Brief Description : Provision of Additional Sixteen (16) Janitorial Personnel

Approved Budget for : Php 452,869.58  
the Contract (ABC)

Contract Duration : Two (2) Months (November to December 2018)

Prospective bidders shall submit Bid Proposal together with the herein documents:

1. Certified true copy of PhilGEPS Certificate of Registration which is Platinum Membership;
2. Certified True Copy of Mayor's/Business Permit;
3. Certified True Copy of DTI Business Name Registration or Registration Certificate from the Securities and Exchange Commission (SEC) including Articles of Incorporation & By-Laws;
4. Certified True Copy of Latest Income and Business Tax Returns

If interested, please pay a non-refundable amount of Five Hundred Pesos (Php 500.00) VAT inclusive before the deadline set for the submission of bids.

Quotation/bid proposal must be delivered to the Bids and Awards Committee for the Procurement of Goods and Consultancy Services (BAC-PGCS), c/o BAC Secretariat, PPA PMO Mindoro, Port Area, San Antonio, Calapan City, Oriental Mindoro on or before 2:00 p.m., October 24, 2018.

The BAC will use non-discretionary pass/fail criteria in the Preliminary Examination of Bids. The BAC will conduct post-qualification of the lowest calculated bid.

The PPA, PMO-Mindoro assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of their bids.

The Authority reserves the right to reject any and all bids, waive any informality in the proposals received and accept such bid most advantageous to the Philippine Ports Authority.

Approved by:

**MARCELINA D. ROLDAN**  
BAC Chairperson

*Date of Posting : October 17, 2018*