

Delivery of Janitorial Services

LNU, Tacloban City

Standard Form Number: SF-GOOD-05

Revised on: July 28, 2004

INVITATION TO BID

The Leyte Normal University, through the Regular Agency Fund (Fund Cluster 01), invites suppliers/ manufacturers/distributors/contractors to bid for the hereunder project:

Name of Project : **Delivery of Janitorial Services**
 Location : **Leyte Normal University, Tacloban City**
 Brief Description : **26 Janitors**
 Approved Budget : **One Million Forty-Five Thousand Three Hundred Sixty-Four Pesos & 67/100.**
 For the Contract : **(P1,045,364.67)**
 Contract Duration : **4 Months**

Prospective bidders should have experience in undertaking a similar project within the last two (2) years with an amount of at least 50% of the proposed project for bidding, and have key personnel and equipment (owned, leased or under purchase) available for the prosecution of the project. The list of minimum equipment requirement is indicated in the Eligibility Forms. The Eligibility Check/Screening as well as the Preliminary Examination of Bids shall use non-discretionary "pass/fail" criteria. Post-qualification of the lowest calculated bid shall be conducted.

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:

Activities	Date & Time	Person Involved	Venue
1. Advertisement & Posting	June 24- July 1, 2019	Leah K. De Paz BAC Secretariat	
2. Issuance of Bid Documents	June 24- July 15, 2019 8:00-12:00 a.m. 1:00-5:00 p.m.	Leah K. De Paz BAC Secretariat	BAC Chair's Office LNU Admin Bldg. Tacloban City
3. Pre-bid Conference	July 2, 2019 9:00 a.m.	BAC Members Interested Bidders COA Observers	BAC Chair's Office LNU Admin Bldg. Tacloban City
4. Submission of Bids	July 15, 2019 Not later than 8:30 a.m.	Leah K. De Paz BAC Secretariat	BAC Chair's Office LNU Admin Bldg. Tacloban City
5. Opening of Bids	July 15, 2019 9:00 a.m.	BAC Members COA Observers Interested Bidders	BAC Chair's Office LNU Admin Bldg. Tacloban City

Bid Documents will be available only to prospective bidders upon payment of a non-refundable amount of **Five Thousand Pesos (P5,000.00)** to the Leyte Normal University Cashier.

The Leyte Normal University assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of the bid.

Approved by:


CLEMELLE L. MONTALLANA, DM.
 BAC Chairman
 Tel #: (053)832-3179

Dates of Publication: **June 24- July 1, 2019**

Posting: Continuous for seven (7) days starting June 24, 2019
 Procurement Bulletin Board, Administration Bldg., LNU