

**INVITATION TO BID
FOR THE PROCUREMENT OF ONE (1) LOT OF JANITORIAL SERVICES**

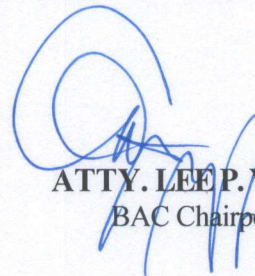
1. The **Philippine Postal Corporation**, through the CY 2025 Corporate Budget approved by the Board of Directors of this Corporation, intends to apply the sum of **Thirteen Million Three Hundred Ninety-Seven Thousand Two Hundred Fifty-One Pesos and Ninety-Four Centavos (Php 13,397,251.94)** being the Approved Budget for the Contract (ABC) to payments under the contract for the Procurement of One (1) Lot of Janitorial Services. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The Philippine Postal Corporation now invites bids for the Procurement of One (1) Lot of Janitorial Services. Delivery of the goods/services is required within Three (3) years from receipt of Notice to Proceed. Bidders should have completed, within five (5) years from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

Bidding is open to all interested bidders, whether local or foreign, subject to the conditions for eligibility provided in the 2016 revised IRR of RA No. 9184.

4. Prospective Bidders may obtain further information from the Philippine Postal Corporation and inspect the Bidding Documents at the address given below starting **March 12, 2025** to **March 30, 2025** during office hours and on **March 31, 2025** until 9:00 A.M.
5. A complete set of Bidding Documents may be acquired by interested Bidders starting **March 12, 2025** to **March 30, 2025** during office hours and on **March 31, 2025** until 9:00 A.M from the given address and website(s) below upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Php 25,000.00**.
6. The Philippine Postal Corporation will hold a Pre-Bid Conference on **March 19, 2025** at **9:30 A.M.**, at the Conference Room, 3rd Floor Annex II Building, Manila Central Post Office Compound, Liwasang Bonifacio, Manila, and/or through video conferencing or webcasting via Google Meet application, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat at the office address indicated below on or before **9:00 A.M. of March 31, 2025**. Late bids shall not be accepted.



8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
9. Bid opening shall be on **March 31, 2025** at **9:30 A.M.** at the Conference Room, 3rd Floor Annex II Building, Manila Central Post Office Compound, Liwasang Bonifacio, Manila. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The Philippine Postal Corporation reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:
ATTY. LEE P. VICERAL
Chairperson, Bids and Awards Committee (BAC)
Thru:
Bids and Awards Committee Secretariat
3rd Floor, Annex II Building,
Manila Central Post Office Compound,
Liwasang Bonifacio, Manila
Email Address: phlpostbac@yahoo.com
12. You may visit www.phlpost.gov.ph for downloading of Bidding Documents.


ATTY. LEE P. VICERAL
BAC Chairperson *ε*