



REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF AGRARIAN REFORM**  
Tunay na Pagbabago sa Repormang Agraryo

## INVITATION TO BID

1. The Department of Agrarian Reform Regional Office - Cordillera Administrative Region (DAR-CAR through its Bids and Awards Committee (BAC), invites bids for Janitorial Services for 2021.

Approved Budget of the Contract (ABC)	Price of Bidding Documents
Php 622,000.00	Php 1,000.00

Bids received in excess of the ABC shall be automatically rejected at the bid opening.

2. The description of an eligible bidder is contained in the Bidding Documents, particularly Section II of Instructions to Bidders.
3. Bidding will be conducted through open competitive bidding in accordance with the Competitive Bidding procedures using a nondiscretionary “pass/fail” criterion as specified in the Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the “Government Procurement Reform Act”.
4. Bidding is restricted to Filipino citizens in case of sole proprietorship or partnerships, or corporate organizations with at least sixty (60%) percent interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country, the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA 5183 and subject to Commonwealth Act 138.
5. Interested bidders may obtain further information from the DARRO-CAR BAC Secretariat and inspect the Bidding Documents from 8:00 a.m. to 5:00 p.m. Mondays to Fridays starting **December 3, 2020**.
6. A complete set of Bidding Documents may be secured by interested bidders at the Office of the BAC Secretariat upon payment of a non-refundable fee in the amount of **One Thousand Pesos (PhP 1,000.00)**. The method of payment shall be in the form of cash or manager’s check payable to DARRO-CAR.

It may also be downloaded from the website of the **Philippine Government Electronic Procurement System (PhilGEPS)** and the website of the DAR-CAR provided that Bidders shall pay the aforesaid nonrefundable fee for bidding documents together with the submission of their bids.

7. The DARRO-CAR Regional Office will hold a **Pre-Bid Conference** with all interested bidders on **December 3, 2020 (Thursday) at 2:00 PM**, Conference Room, DARRO-CAR, No. 55 Bokawkan Rd., cor. Easter Rd., Baguio City.
8. Bids must be delivered on or before **12:00 noon of December 15, 2020 (Tuesday)** to the Office of the **BAC Secretariat**. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **Invitation to BID (ITB)**.

Bid opening shall be on:

Date and Time	Venue
<b>December 16, 2020 (Wednesday) @ 2:00pm</b>	<b>DARRO-CAR Conference Room, No. 55 Bokawkan Rd., cor. Easter Rd., Baguio City</b>

9. The DAR Regional Office - CAR reserves the right to accept or reject any bid, to annul the bidding process, to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder(s).
10. For further information, please contact

BAC Secretariat  
 Department of Agrarian Reform Regional Office - CAR  
 No. 55 Bokawkan Rd., cor. Easter Rd.,  
 Baguio City  
 Tel No. (074) 445-3214/422-5873  
[www.dar.gov.ph](http://www.dar.gov.ph)

  
**ATTY. CHRISTINE M. PUL-OC**  
 Chairperson, Bids and Awards Committee