



Management System
ISO 9001:2015



www.tuv.com
ID 9105058005

**EARLY PROCUREMENT ACTIVITY:
INVITATION TO BID FOR
PROVISION OF JANITORIAL SERVICES FOR CIAC
(UNDER A THREE (3)-YEAR TERM)**

1. The **Clark International Airport Corporation (CIAC)**, through the Corporate Budget of CY 2025 intends to apply the sum **Five Million Four Hundred Thirty-Five Thousand Six Hundred Sixty-Seven Pesos (PHP5,435,667.00) VAT-inclusive** being the Approved Budget for the Contract (ABC) to payments for the first year of the three (3)-year period from January 1, 2025 to December 31, 2025, with provision for contract renewal subject to performance evaluation criteria set by the CIAC, under the contract **Provision of Janitorial Services for CIAC**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

The duration of the contract to be bid shall be from January 1 to December 31, 2025, with provision for annual contract renewal, subject to performance evaluation set by the CIAC. The ABC for the second and third contract years may be adjusted based on the increase in minimum wage, increase in taxes, and increase or decrease in the number of janitorial attendants, and any conditions allowed under the Appendix 37 of the 2016 Revised IRR of RA no. 9184.

2. The CIAC now invites bids for Early Procurement Activity of the project: **"Provision of Janitorial Services for CIAC"**. 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 restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) 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 No. 5183.

4. Prospective Bidders may obtain further information from the CIAC Bids and Awards Committee (BAC) and inspect the Bidding Documents at the address given below from 8:00 am to 5:00 pm, Monday to Friday.
5. A complete set of Bidding Documents may be acquired by interested Bidders starting **31 October 2024 until the deadline for the Submission of Bids** from the given address and website(s) below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Ten Thousand (Php 10,000.00) either through direct deposit or bank



transfer to any CIAC bank accounts. The CIAC shall allow the bidder to present its proof of payment for the fees in person or through electronic means.

6. The CIAC will hold a Pre-Bid Conference on **08 November 2024 (Friday), 2:00PM** at the **CIAC, Corporate Office Building, Clark Civil Aviation Complex, Clark Freeport Zone, Philippines** and/or through video conferencing via Zoom application which shall be open to prospective bidders. Prospective bidders who are interested to participate in the Pre-Bid Conference shall inform the CIAC-BAC and coordinate with the BAC Secretariat through the email address provided below.
7. Bids must be duly received by the BAC Secretariat through manual submission at the **CIAC Records Management Division (RMD) Office, Corporate Office Building, Civil Aviation Complex, Clark Freeport Zone, Philippines**, on or before **20 November 2024 (Wednesday), 2:00PM**. 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 **20 November 2024 (Wednesday), 2:15PM** at the **CIAC, Corporate Office Building, Clark Civil Aviation Complex, Clark Freeport Zone, Philippines** and/or *via video conference (Zoom application)*. The submitted Bids will be opened in the presence of the bidders' representatives who shall be required to attend in the bid opening.
10. The CIAC 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:

OFFICE OF THE BAC SECRETARIAT

Clark International Airport Corporation
CIAC Corporate Office Building, Clark Civil Aviation Complex,
Clark Freeport Zone, Philippines 2023
Telephone Nos.: [+6345] 599-2888 local 182 and 711
E-mail Address: bacsecretariat@ciac.gov.ph
Web Address: <http://www.ciac.gov.ph>

12. You may visit the following websites for other details and for downloading of Bidding Documents:

PhilGEPS: www.philgeps.gov.ph
CIAC: www.ciac.gov.ph

Date of Issue: **31 October 2024**

(Sgd.) Atty. RUSTICO D. QUIZON III
BAC Chairperson