



INVITATION TO BID FOR
THE PROCUREMENT OF SECURITY SERVICES FOR THE
OFFICE OF DENR, AGUSAN DEL NORTE
Bid Ref. No. PENRO-ADN-2022-003

1. The DENR, PENRO Agusan del Norte, through the GOP-Fund 101 FY 2023 intends to apply the sum of **ONE MILLION FIVE HUNDRED TWELVE THOUSAND PESOS ONLY (P1,512,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the Procurement of two (2) Security Guards for PENRO, Agusan del Norte; two (2) security guards for CENRO Nasipit and two (2) security guards for CENRO Tubay. Bids received in excess of ABC shall be automatically rejected at bid opening.
2. The DENR, PENRO Agusan del Norte now invites bids for the above Procurement Project. Delivery of the Goods is required by starting **February 1, 2023 to January 31, 2024**. Bidders should have completed, within Three (3) 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.
 - a. **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 **DENR, PENRO Agusan del Norte, Tiniwisan, Butuan City** and inspect the Bidding Documents at the address given below during **Mondays to Fridays, 8:00 AM to 5:00 P.M.**
5. A complete set of Bidding Documents may be acquired by interested Bidders on **November 4, 2022 to November 24, 2022** 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 **Five Thousand Pesos (Php5,000.00) Only***. The Procuring Entity shall allow the bidder to present its proof of payment for the fees that will be *presented either in person, by facsimile, or through electronic means.}}*
6. The DENR, PENRO Agusan del Norte will hold a **Pre-Bid Conference¹** on **November 14, 2022 at 3:00 P.M. (BAC biometric time)** at **PENRO Conference Room, Tiniwisan, Butuan City**

¹ May be deleted in case the ABC is less than One Million Pesos (PhP1,000,000) where the Procuring Entity may not hold a Pre-Bid Conference.

which shall be open to prospective bidders.

7. Bids must be duly received by the BAC Secretariat through physical submission (printed copies) in the office address indicated below on or before **3:00 PM, November 24, 2022**. 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 as follows:
 - **P30,240.00 (2% of ABC), if bid security is in cash, cashier's/manager's check issued by a universal or commercial bank;**
 - **Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank; Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank;**
 - **P75,600.00 (5% of ABC), if bid security is in Surety Bond; or**
 - **Bid Securing Declaration (notarized) pursuant to GPPB Resolution No. 3-2012. Please see Bid Forms of the bidding documents.**
9. Bid opening shall be on **November 24, 2022, 3:01 PM at DENR, PENRO Agusan del Norte Office, Tiniwisan, Butuan City**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. *All bids shall be addressed to:*

FE C. DACUMOS
*DMO-V/Chair, Bids and Awards
Committee DENR, PENRO Agusan
del Norte Tiniwisan, Butuan City*
11. The DENR, PENRO Agusan del Norte 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.
12. For further information, please refer to:

MS. CRESLIE D. GALLEG0
*DMO-III/Head, BAC Secretariat
DENR, PENRO Agusan del Norte
Tiniwisan, Butuan City
09384812880
penro_agnor@yahoo.com*

13. You may visit the following websites:

For downloading of Bidding Documents:

penroagusandelnorte@denr.gov.ph

Date of Issue: November 3,2022



FE C. DACUMOS
Chief, TSD/BAC, Chair