


**PROFESSIONAL REGULATION COMMISSION  
REGIONAL OFFICE NO. IX**

Project Code : PRC ROIX ITB No. 2018-01  
(Security Services)  
June 15, 2018

**INVITATION TO APPLY FOR ELIGIBILITY AND TO BID  
(Mode of Procurement : Public Bidding)**

- I. The PROFESSIONAL REGULATION COMMISSION REGIONAL OFFICE IX (PRC-IX), through its Regional Bids and Awards Committee (RBAC), with authorized appropriation for fiscal year (FY) 2018 (R.A. No. 10155, General Appropriation Act), now invites interested private security agencies/service providers/bidders duly registered with the Philippine Government Electronic Procurement System (PhilGEPs) to apply for eligibility and to bid through public bidding for the hereunder project:

Name of the Project	PROVISION OF SECURITY SERVICES (2018)
Procurement of Security Services in PRC RO IX (Regional Office in Pagadian and Satellite Office in Zamboanga City)	Eight (8) Security Guards four (4) for Pagadian, and four (4) for Zamboanga) on an 8-hour shift duty from Monday to Friday, with two (2) guards assigned during weekends and holidays on a 12-hour shift duty, to secure PRC IX buildings and all the properties within the premises, occupants and general public transacting business thereat; Eight (8) licensed service pistol, certificate of training from accredited training centers particularly on self-defense and first-aid applications
Contract Duration	1 year contract
Approved Budget for the Contract (ABC)	<b>P1,434,403.00 for one-year contract</b> (inclusive of government tax and other applicable tax).
Source of Fund	<b>General Appropriation Act 2018</b>
Date of Delivery	August 1, 2018 – July 31, 2019
Other Requirements	The complete Project's Terms of Reference (TOR), scope of services, specification requirements and bidding requirements are included in the manual of bidding documents with non-refundable fee of Php5,000.00.

- II. Bids received in excess of the ABC shall be automatically rejected at Bid opening.
- III. Prospective bidders should have at least three (3) years experience in undertaking frontline security services for the period January 2015 to present with a permanent office address in Region IX Zamboanga Peninsula. The Bidders should have had a single contract similar to the Project with an amount of at least 50% of the ABC. The description of an
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eligible Bidder is contained in Section II of the Bidding Documents, Instructions to Bidders (ITB).

- IV. Prospective Bidder must comply with Section 9 of DOLE Department Order No. 18-A, S.2011.
- V. Bidding will be conducted through open competitive bidding procedures using a non-discretionary pass/fail criterion as specified in the Implementing Rule and Regulations (IRR) of RA 9184, otherwise known as the "Government Procurement Reform Act". Bidding is open to all interested Bidders subject to the conditions for eligibility provided in the IRR of RA 9184.
- VI. 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 and subject to Commonwealth Act No. 138.
- VII. Interested Bidders may obtain further information from the Regional BAC Secretariat at tel. no. (062) 955-45-95/ (062) 925-00-80, inspect the Bidding Documents at PRC IX - Pagadian 4<sup>th</sup> Floor C3 Bldg. Rizal Ave., Pagadian City or PRC IX - Zamboanga #80 Diamond Street, Johnston Subd., San Jose Road Baliwasan, Zamboanga City during office hours. The Bidding Documents may also be downloaded free of charge at PhilGEPs and PRC website, [www.prc.gov.ph](http://www.prc.gov.ph)
- VIII. The Schedule of Bidding Activities is as follows:

ACTIVITIES	SCHEDULE	
	Date / Time	Place / Venue
Posting of Invitation to Bid	June 15-22, 2018	PhilGeps, PRC Website, PRC Pagadian and PRC Zamboanga Procurement Bulletin Boards
Issuance and Availability of Bid Document	June 15-July 9, 2018	
Pre-Bid Conference	June 25, 2018 at 10 a.m.	PRC Zamboanga Office – Office of the RD
Submission and Opening of Bids	July 9, 2018 at 10 a.m.	PRC Zamboanga Office – Office of the RD

- IX. Bids must be delivered to the address provided on or before July 9, 2018 at 10 a.m. The bidders shall drop their duly accomplished eligibility requirements, technical and financial proposals in two (2) separate envelopes in the bid box located at the above mentioned address. All the Bids must accompany by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 18.

Bid opening shall be conducted on the date indicated above at the Office of the Regional Director, PRC Zamboanga Satellite Office, #80 Diamond Street, Johnston Subd., San Jose Road Baliwasan, Zamboanga City.

"LATE SUBMISSION OF BIDS SHALL NOT BE ACCEPTED"

- X. The PRC -IX, Pagadian reserves the right to accept or reject any application of eligibility, or all bids for any reasonable and justifiable grounds, to annul the bidding process, and to reject all bids at any time

prior to contract award, without thereby incurring any liability to the affected Bidder or Bidders.

- XI. Please be advised that only those who availed the manual of bidding documents and paid the non-refundable fee of Php5,000.00 shall be allowed to participate, raise or submit queries or clarifications in the pre-bid conference.

Agency : Professional Regulation Commission  
Contact persons : RBAC Secretariat - Ms. Cristina V. Rivera  
#80 Diamond Street, Johnston Subd., San  
Jose Road Baliwasan, Zamboanga City  
Telephone No. (062) 955-45-95

Mr. Guilbert J. Catubay & Ms. Gladys Claire R.  
Enot  
RBAC Office, 4<sup>th</sup> Floor C3 Bldg Rizal Ave.  
Pagadian City  
Telephone No. (062) 925-00-80



**SHARO B. LO**  
OIC Regional Director  
Regional BAC Chairman



*Sharo B. Lo*