



Republic of the Philippines  
Department of Finance  
**INSURANCE COMMISSION**  
1071 United Nations Avenue  
Manila



## **INVITATION TO BID FOR THE SUPPLY OF SECURITY SERVICES FOR THE INSURANCE COMMISSION (MANILA AND DAVAO DISTRICT OFFICES) AND ITS PREMISES**

1. The Insurance Commission, through the Special Account in the General Fund 151 for the year 2018, intends to apply the sum of **Seven Million One Hundred Sixty Eight Thousand & 00/100 Pesos (P7,168,000.00)** inclusive of 12% VAT and subject to applicable labor laws, being the Approved Budget for the Contract (ABC) for one (1) year period, to payments under the contract for the Supply of Security Services for the Insurance Commission and its Premises. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **Insurance Commission** now invites bids for the Supply of Security Services for the Insurance Commission and its Premises. Delivery of the Goods is required for one (1) year. 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) 9184, otherwise known as the “Government Procurement Reform Act”.

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 5183.

4. Interested bidders may obtain further information from BAC Secretariat and inspect the Bidding Documents at the address given below from 8:00 a.m. to 5:00 p.m.
5. A complete set of Bidding Documents may be acquired by interested Bidders on 19 January 2018 from the address below and upon payment of a nonrefundable fee for the Bidding Documents, pursuant to the latest guidelines issued by the GPPB, in the amount of Ten Thousand & 00/100 Pesos (Php10,000.00).

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the Insurance Commission website, provided that Bidders shall pay the nonrefundable fee for the Bidding Documents not later than the submission of their bids.

6. The Insurance Commission will hold a Pre-Bid Conference on 30 January 2018, 1:30 p.m. at the Function Room, Insurance Commission, 1071 United Nations Avenue, Ermita, Manila, Philippines, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat at the address below on or before 13 February 2018, 1:30PM. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 18.

Bid opening shall be on 13 February 2018, 2:00PM at the Function Room, Insurance Commission, 1071 United Nations Avenue, Ermita, Manila, Philippines. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.

8. The **Insurance Commission** 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 Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
9. For further information, please refer to:

Mr. Edwin Cornelius A. Lauz  
Chairman, Bids and Awards Committee  
Insurance Commission  
Ground Floor, IC Building  
1071 United Nations Avenue  
Ermita, Manila, Philippines  
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**EDWIN CORNELIUS A. LAUZ**  
Chairman  
Bids and Awards Committee