



MTRCB Bids and Awards Committee
 Procurement of MTRCB Janitorial Services and Drivers
BID BULLETIN NO. 04
 Series of 2018

To All Interested Proponents:

The following revisions and clarifications are issued to form part of the requirements for bidding::

A. Amendments

REFERENCE	BASES FOR AMENDMENT/CLARIFICATIONS						
1. Checklist of requirements for Bidders (kindly refer to the attach file mark as Annex "A")	To include in the requirement and for better understanding						
2. Invitation to Bid xxx The Schedule of Bidding activities are as follows: <table border="1" style="margin-left: 40px; border-collapse: collapse; width: 60%;"> <thead> <tr> <th style="text-align: center;">ACTIVITIES</th> <th style="text-align: center;">SCHEDULE</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;">Deadline for Submission of Bid Documents</td> <td style="padding: 5px;">25 January 2018, 1:00 p.m.</td> </tr> <tr> <td style="padding: 5px;">Opening of Bid Documents</td> <td style="padding: 5px;">25 January 2018, 2:00 p.m.</td> </tr> </tbody> </table>	ACTIVITIES	SCHEDULE	Deadline for Submission of Bid Documents	25 January 2018, 1:00 p.m.	Opening of Bid Documents	25 January 2018, 2:00 p.m.	The amendment will replace the deadline for submission and opening of bids as they appear throughout the bidding documents. The postponement is essential to provide ample time for the dissemination of amendments and clarifications.
ACTIVITIES	SCHEDULE						
Deadline for Submission of Bid Documents	25 January 2018, 1:00 p.m.						
Opening of Bid Documents	25 January 2018, 2:00 p.m.						

This Bid Bulletin shall form an integral part of all bidding documents that have been issued concerning the subject procurement and accordingly modifies and/or supersedes all provisions, which are inconsistent herewith.

For guidance and information of all concerned.

Issued this 22nd day of January 2018 in Quezon City.


SUSAN L. BANDOLIN
BAC Vice-Chairperson



Office of the President of the Philippines
MOVIE & TELEVISION REVIEW & CLASSIFICATION BOARD

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BIDS AND AWARDS COMMITTEE
 OPENING OF BID DOCUMENTS

-ANNEX "A"

Procurement of Janitorial Services and Drivers for the MTRCB

NAME OF BIDDER: _____
 NAME OF REPRESENTATIVE: _____
 ADDRESS/CONTACT NUMBER: _____

CHECKLIST

PASS/FAIL

1. ____ DTI business name registration or SEC Registration Certificate
2. ____ Mayor's Permit/Municipal License, SSS Registration, Philhealth, Pag-ibig
3. ____ Valid Tax Clearance
4. ____ Philgeps Registration
5. ____ Bid Security, in the following amount:

Cash	2% of ABC
Bank Certificate	1.5% of ABC
Surety Bonds	5% of ABC
or Bid Security Declaration	
6. ____ Organizational Chart
7. ____ List of completed and on-going projects under oath. At least one single completed contract shall have a contract value of at least 50% of the ABC
8. ____ Scope of Work certified by the authorized signatory
9. ____ Overall Coordinator to be assigned to MTRCB with Biodata
10. ____ Duly audited Financial Statement with stamped "received" by the BIR
11. ____ Net Financial Contracting Capacity (NFCC) or Bank Guarantee issued by the DBP Or Land Bank in an amount equal to the formula fixed by law
12. ____ Sworn statement as to the following:
 - a. The bidder it is not "blacklisted" or barred from bidding or participating in government projects;
 - b. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete and all statements and information provided therein are true and correct;

- c. Authority of the signatory under oath; if a corporation, must be in notarized secretary certificate;
- d. Disclosure of relationship that the bidder by any officer of the corporation is not related to the head of the procuring entity by consanguinity and affinity up to the 3rd civil degree;
- e. Authorizing the Head of the Procuring Entity or his duly authorized representative/s to verify all the documents submitted;
- f. The bidder is legally doing business in the Philippines for a consecutive period of five years from the date of publication of the invitation to bid for this project but also that the brand of the goods being offered by the bidder must have been in used in the Philippines for a consecutive period of ten years from the date of publication of the invitation to bid for this project.; and
- g. Compliance with the responsibilities of a prospective or eligible bidder.