



Republic of the Philippines  
DEPARTMENT OF JUSTICE  
**Regional Prosecution Office XI**  
2<sup>nd</sup> Floor Room 205 Hall of Justice  
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## INVITATION TO BID (PB01-2024)

The Department of Justice – Regional Prosecution Office XI, through its Bids and Awards Committee, is inviting PhilGEPS registered suppliers/contractors to bid the hereunder project:

Name of Project : **Procurement of Janitorial Services for Region XI Prosecution Offices for CY 2024**  
**(Early Procurement Activity)**

Approved Budget for the : **₱ 1,762,649.92**  
Contract (ABC)

Delivery Period : Twelve (12) months

Location : Office of the City Prosecutor of Digos City located at the New Hall of Justice Building, General Luna Street, Christian Village, Aplaya, Digos City, Davao del Sur

Office of the City Prosecutor of Island Garden City of Samal located at Island Garden City of Samal

Office of the City Prosecutor of Panabo City located at Hall of Justice, Panabo City

Office of the City Prosecutor of Tagum City located at 3<sup>rd</sup> Floor, Katarungan Hall Center for Justice and Transformation, Bonifacio St., Poblacion, Tagum City, Davao del Norte

Office of the City Prosecutor of Mati City located in 1<sup>st</sup> Floor, New Hall of Justice Building, Government Center, Brgy. Dahican, Mati City, Davao Oriental

Office of the Provincial Prosecutor of Davao Occidental located at FSDL Building, Roxas Extension, Brgy. Zone III, Digos City, Davao del Sur

Office of the Provincial Prosecutor of Davao de Oro located at Nabunturan-Compostela Road, Nabunturan, Davao del Oro.

The prospective bidders must have an experience of having completed, within a period of five (5) years from the date of submission and receipt of bids, of at least one (1) contract similar to the contract to be bid, and whose value, adjusted to current price using NSO consumer price indices, must be at least fifty percent (50%) of the ABC to be bid. The eligibility check/ screening as well as the preliminary examination of bids shall use non-discretionary “pass/fail” criteria. A Post-qualification evaluation of the lowest calculated bid shall likewise be conducted.

All particulars relative to the eligibility statement and screening, bid security, performance security, pre-bidding conference, evaluation of bids, post-qualification and award of contract shall be governed by the pertinent provisions of the Revised Implementing Rules and Regulation of Republic Act No. 9184 and the latest GPPB issuances. Bids received in excess of the ABC shall be automatically rejected at the bid opening.

The complete schedule of activities is listed, as follows:

| ACTIVITIES                     | SCHEDULE  |
|--------------------------------|---|
| Issuance of Bidding Documents  | November 03, 2023 to December 05, 2023  |
| Pre-Bidding Conference         | November 10, 2023 (10:00am)<br>Room 205, Conference Room, Regional Prosecution Office XI, Hall of Justice Bldg., Candelaria Avenue, Ecoland, Davao City |
| Submission and Receipt of Bids | Until 5:00 pm of December 05, 2023  |
| Opening and Evaluation of Bids | December 11, 2023 (10:00am)<br>Room 205, Conference Room, Regional Prosecution Office XI, Hall of Justice Bldg., Candelaria Avenue, Ecoland, Davao City |
| Post Qualification             | December 20, 2023 (10:00am)<br>Room 205, Conference Room, Regional Prosecution Office XI, Hall of Justice Bldg., Candelaria Avenue, Ecoland, Davao City |

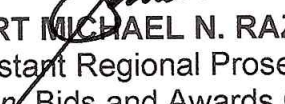
Bid documents may be obtained from the Department of Justice, Regional Prosecution Office XI, Room 205, Hall of Justice Bldg., Candelaria Avenue, Ecoland, Davao City or downloaded at the Department's website at <https://www.doj.gov.ph>. For questions, additional information, you may call the Regional Prosecution Office XI at (082) 297-8947, (082) 297-4473 or at Fax No. (082) 297-6149.

All bids shall be addressed to the Chairperson, Bids and Awards Committee, and may be submitted manually at the Regional Prosecution Office XI, Room 205, Hall of Justice Bldg. Candelaria Avenue, Ecoland, Davao City.

All participating bidders shall be charged a non-refundable bid fee in the amount of **Five Thousand Pesos (P 5,000.00)**, which may be paid directly to the Collecting Officer of the Regional Prosecution Office XI.

The Department of Justice – Regional Prosecution Office XI reserves its right to reject any or all bids should there be any defect therein, accept the offer most advantageous to the government, and assumes no responsibility whatsoever to compensate or indemnify bidders for any expense incurred in the preparation of the bid.

27 October 2023.

  
**ROBERT MICHAEL N. RAZON**  
 Sr. Assistant Regional Prosecutor  
 Chairperson, Bids and Awards Committee