

**INVITATION TO BID FOR
PROCUREMENT OF HUMAN RESOURCE SERVICE
PROVIDER FOR THE ADMINISTRATIVE SUPPORT AND
GENERAL SERVICES PERSONNEL FOR C.Y. 2023**

1. The *Construction Industry Authority of the Philippines (CIAP)*, through the *CIAC Trust Receipts* and *FY 2023 National Expenditure Program (NEP)* intends to apply the sum of *Eleven Million Three Hundred Sixty-Six Thousand Eight Hundred Sixty Pesos (PhP11,366,860.00)*, being the ABC to payments under the contract for *Procurement of Human Resource Service Provider for the Administrative Support and General Services Personnel for CY 2023* under *Invitation to Bid (IB) No. 2022-12-0031 (EPA)*. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *CIAP* now invites bids for the above Procurement Project. Commencement of delivery of services is required **immediately after the issuance of Notice to Proceed until December 31, 2023**. Bidders should have completed 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, otherwise known as the “Government 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 the 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 R.A. No. 5183.

4. Interested Bidders may obtain further information from *CIAP* and inspect the Bidding Documents at the address given below during **office hours from 8:00 AM to 5:00 PM (Monday to Friday)**.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **22 December 2022** from the given address and website 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 Hundred Pesos (PhP5,000.00)*. The Procuring Entity shall allow the bidder to present its proof of payment for the fees, **which may be presented in person or submission through e-mail**

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the

Procuring Entity, provided that Bidders shall pay the nonrefundable fee for the Bidding Documents not later than the submission of their bids.

6. The **CIAP** will hold a Pre-Bid Conference on **04 January 2023, 1:00 PM** through video conferencing or webcasting via **Microsoft Teams**, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through **IB No. 2022-12-0093 (EPA)** on **16 January 2023, 10:00 AM** at 4th Floor Room 410, Executive Building Center 369 Sen. Gil J. Puyat Ave., cor. Makati Ave., Makati City. 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.
9. Bid opening shall be on **16 January 2023, 1:00 PM** at the given address below and/or via **Microsoft Teams**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The **CIAP** 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.
11. For further information, please refer to:

THE SECRETARIAT

Bids and Awards Committee

CONSTRUCTION INDUSTRY AUTHORITY OF THE PHILIPPINES

4th Floor Room 410, Executive Building Center

369 Sen. Gil J. Puyat Ave., cor. Makati Ave., Makati City

Telephone No.: (02)8896-1829 / (63)917-855-7198

e-mail: bac_ciap@construction.gov.ph

12. You may visit the following website:
For downloading of Bidding Documents: http://construction.gov.ph/invitation_to_bid/

22 December 2022



DORIS U. GACHO

Chairperson, CIAP Bids and Awards Committee