



REPUBLIC OF THE PHILIPPINES  
OFFICE OF THE PRESIDENT

**COMMISSION ON THE FILIPINO LANGUAGE**

2<sup>nd</sup> Floor Watson Bldg., 1610 J. P. Laurel St., Malacañang Complex, San Miguel, Manila

**SECTION I. INVITATION TO BID**

**Supply and Delivery of Janitorial and Allied Services**

1. The Commission on the Filipino Language (CFL), through the authorized appropriations under the FY 2020 General Appropriations Act intends to apply the sum of **One Million and Two Hundred Thousand Pesos (Php 1,200,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the Project, **“Supply and Delivery of Janitorial and Allied Services.”** Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The CFL now invites bids for the purchase of **Supply and Delivery of Janitorial and Allied Services**. Delivery of services shall be in accordance with the Delivery Schedule under Section VI. Schedule of Requirements. Bidders should have completed, within two (2) years from the date of the Pre-Bid Conference, contracts similar to the Project worth at least fifty percent (50%) of the ABC. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instructions to Bidders (ITB).
3. Bidding will be conducted through open competitive bidding procedures using a nondiscretionary “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”.
4. Interested bidders may obtain further information from the CFL Bids and Awards Committee (BAC) Secretariat and inspect the Bidding Documents at the address given below during office hours from 9:00 a.m. to 5:00 p.m.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **November 29, 2019 (Friday)** from the address below and is **free of charge**. It may also be downloaded free of charge from the website of the Philippine Government Procurement System (PhilGEPS) and of CFL.
6. The CFL will hold a Pre-Bid Conference on **December 06, 2019 (Friday, 9:00 AM)** at the CFL Office, 2<sup>nd</sup> Floor Watson Bldg., 1610 J.P. Laurel St., Malacañang Complex, San Miguel, Manila, which shall be open to all interested bidders.

7. Bids must be delivered to the address below on or before **December 18, 2019 (Wednesday, 9:00 a.m.)**. 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 **December 18, 2019 (Wednesday, 10:00 a.m.)** at the CFL Office, 2<sup>nd</sup> Floor Watson Bldg., 1610 J.P. Laurel St., Malacañang Complex, San Miguel, Manila. 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 bidders shall drop three (3) copies of their duly accomplished eligibility and technical requirements, and the financial component of the bid in two (2) separate sealed envelopes in the bid box located at the stated below address.
9. The CFL reserves the right to accept or reject any bid, 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.
10. For further information, please refer to:

CFL - BAC Secretariat  
2<sup>nd</sup> Floor Watson Bldg. 1610 J.P. Laurel St.,  
Malacañang Complex, San Miguel, Manila  
8-736-2525  
Email address: [kwf.procurement@gmail.com](mailto:kwf.procurement@gmail.com)

  
**ATTY. ANNA KATARINA B. RODRIGUEZ**  
CFL BAC Chairperson