



Republic of the Philippines
CITY OF ALAMINOS
Province of Pangasinan

INVITATION TO BID FOR THE PROCUREMENT OF SECURITY SERVICES FOR THE CITY GOVERNMENT OF ALAMINOS, PANGASINAN

1. The **CITY GOVERNMENT OF ALAMINOS, PANGASINAN**, through its *General Fund* intends to apply the sum of **ONE MILLION EIGHTY SIX THOUSAND PESOS ONLY (Php 1,086,000.00)** being the Approved Budget for the Contract (ABC) to payment under the contract for the **PROCUREMENT OF SECURITY SERVICES FOR THE CITY GOVERNMENT OF ALAMINOS, PANGASINAN**.

| QTY. | UNIT OF MEASURE | ITEM DESCRIPTION |
|------|-----------------|---|
| 1 | lot | Security Services |
| | | <i>Male Security Guards</i> |
| | | <i>No of Security Guards to be deployed: 4</i> |
| | | <i>Nationality: Filipino Citizen</i> |
| | | Educational Attainment: At least 2nd year college or should have earned |
| | | 72 units in college |
| | | Experience: Should have at least three (3) years relevant experience |
| | | Age: not less than 21 or more than 45 years of age |
| | | Trainings: Must have passed and undergone regular security service |
| | | training within the last 6 months, psychological evaluation test, |
| | | neuro-psychiatric examination, polygraph integrity profile and |
| | | drug test. |
| | | Clearances: must be duly licensed and properly screened and cleared by |
| | | PNP, NBI and other government offices issuing clearances |
| | | for employment |
| | | Others: must be of good moral character, courteous, alert without any |
| | | pending criminal case filed in court of any police record involving |
| | | criminal acts. |
| | | NOTE: PLEASE REFER TO HERETO ATTACHED TERMS OF REFERENCE |

2. Bids received in excess of the ABC shall be automatically rejected at bid opening.
3. The **CITY GOVERNMENT OF ALAMINOS, PANGASINAN** now invites bids for the **PROCUREMENT OF SECURITY SERVICES FOR THE CITY GOVERNMENT OF ALAMINOS, PANGASINAN**. Delivery of the Services is required within **One (1) Year upon receipt of the Notice to Proceed**. Bidders should have completed, within **two (2) 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.
4. Bidding will be conducted through open competitive bidding procedures using non-discretionary pass/fail criterion as specified in the Implementing Rules and Regulations (IRR) of Republic Act 9184 (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.

5. Interested bidders may obtain further information from **CITY GOVERNMENT OF ALAMINOS, PANGASINAN** and inspect the Bidding Documents at the address given below from **November 5 – 25, 2019**

6. The **CITY GOVERNMENT OF ALAMINOS, PANGASINAN** will hold a Pre-Bid Conference on **November 13, 10:00 A.M. at FITS Office, City Hall Building, Alaminos City, Pangasinan**, which shall be open only to all interested parties who have purchased the Bidding Documents.
7. A complete set of Bidding Documents may be purchased by interested Bidders from the address below and upon payment of a non-refundable fee for the Bidding Documents in the amount of **Five Thousand Pesos Only (Php 5,000.00)**

Bidding Documents may also be downloaded from the website of the Philippine Government Electronic Procurement System (PhilGEPS) provided that bidders shall pay the fee for the Bidding Documents prior to the submission of bids.
8. Bids must be delivered on or before **November 25, 2019, 9:30 A.M. at FITS Office, City Hall Building, Alaminos City, Pangasinan**. All bids must be accompanied by a bid security in the form
9. Bid opening shall be on **November 25, 2019, 10:00 A.M. at FITS Office, City Hall Building, Alaminos City, Pangasinan**. 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.
10. The amount of Performance Security shall be not less than the required percentage of Total Contract Price:
 - Five percent (5%) for Cash or cashier's/manager's check issued by a Universal or Commercial Bank;
 - Five percent (5%) for Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank ;
 - Thirty percent (30%) for Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance commission as authorized to issue such security.
11. The Amount of Warranty Security shall be equal to percentage of the Total Contract Price:
 - One percent (1%) of total contract price or;
 - Special Bank Guarantee equivalent one percent (1%) total contract price.
12. The **CITY GOVERNMENT OF ALAMINOS, PANGASINAN** shall pay the service provider based on the contract amount on a quarterly basis:
13. The **CITY GOVERNMENT OF ALAMINOS, PANGASINAN** 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.
14. For further information, please refer to:

MARIE GRACE F. ATIENZAR

Member - BAC Secretariat

City Treasurer's Office, Ground Floor, Alaminos City Hall Building

Quezon Avenue, Poblacion, Alaminos City, Pangasinan

(075) 551-5562

www.alaminoscity.gov.ph

MS. ROWENA F. RUIZ

City Budget Officer

Chairperson - Bids and Awards Committee