

Republic of the Philippines
 Department of Environment and Natural Resources
PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICES
 San Isidro Village, Virac, Catanduanes

INVITATION TO APPLY AND ELIGIBILITY TO BID

1. **The DENR-PENRO CATANDUANES**, through its Bids and Awards Committee (BAC), invites Contractors to apply to bid for the following aforementioned project:

Contract ID	Contract Name	Contract Location	Scope of Work	Approved Budget for the Contract (ABC)	Contract Duration	Source of Fund & Year	Amount of Bid Documents
	Expansion/Completion of PENRO Catanduanes Building	DENR-PENRO, San Isidro Village, Virac, Catanduanes	Civil Work	P5,000,000.00	300 Calendar Days	CY 2017 GAA	P5,000,000.00

Bids received in excess of the BAC shall be automatically rejected at the bid opening. In clustered projects, during the Bid Evaluation, Bids Exceeding every sub-total of the ABC shall be rated as non-responsive.

2. Bidders should have completed a single contract similar to the Project, equivalent to at least fifty percent (50%) of the ABC. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II, Instruction to Bidders.
3. Bidding will be conducted through open competitive bidding procedures using non-discretionary pass/fall criterion as specified in the Revised Implementing Rules and Regulations (IRR) of Republic Act 9184 (RA 9184), otherwise known as the "Government Procurement Act".

Bidding is restricted to Filipino citizens/sole proprietorship, partnership or organizations with at least seventy five percent (75%) interest or outstanding capital stock belonging to citizens of the Philippines.

4. Contractors/applicants who are interested in the DENR civil works are required to register prior to the set schedule of submission of bid while those already registered shall keep their records current and updated. In order to afford sufficient time to update contractor's record in the Civil Works registry, All contractor's must submit Class "A" documents and Financial Statements at least seven (7) calendar days and the Technical Documents (completed/on-going projects at least fifteen (15) calendar days before the deadline for the submission or opening of bids to the DENR BAC Officer, San Isidro Village, Virac, Catanduanes.
5. Interested bidders shall be required to submit PCAB License applicable to the type and cost of contract and classification and category of contractor. They shall also be required to submit a signed integrity pledge (Signed by Chief Executive Officer (CEO) or the managing owner of the constructing firm) annually to able to participate in the bidding process undertaken by DENR. They may obtain further information from procurement officer and inspect the bidding documents at the address given below from 8:00 A.M. to 5:00 P.M.
6. A complete set of bidding documents may be purchased by interested bidders from the address below and upon payment of non-refundable fee for the Bidding Documents as stated above. It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS), provided that bidders shall pay the fee for the Bidding Documents not later than the submission of their bids.
7. The DENR-PENRO Catanduanes will hold a Pre-Bid Conference on December 28, 2016 @ 1:00 P.M. at PENRO-Catanduanes BAC Office, San Isidro Village, Virac, Catanduanes which shall open only to all interested parties whose have purchased the Bidding Documents.
8. Interested Bidders may obtain further information from the DENR-PENRO, Procurement Office and inspect the Bidding Documents at the address given below from 8:00 A.M. to 5:00 P.M.. They may buy Tender Documents and drop their bids in person or through their Authorized representative as reflected in their CRC Contractors Information to the Chairman, Bids and Awards Committee (BAC), DENR-PENRO Catanduanes (Please Bring 2 valid Government Issued I.D.'s)

9. Bids must be delivered on or before 12:00 Noon of January 12, 2017 at DENR-PENRO BAC Office, DENR-PENRO, San Isidro Village, Virac, Catanduanes.

All bids must be accomplished by a Bid Security in the form with the following schedule:

FORM OF BID SECURITY	Amount of Bid Security (Equal to Percentage of the ABC)
Bank Guarantee	Two Percent (2%)
Bid securing declaration is an undertaking which states, among others, that the bidder shall enter into contract with procuring entry and furnish the required performance security within ten (10) calendar days, or less, as indicated in the Bidding Documents, from receipt of the Notice of Award and committing to pay the corresponding fine and be suspended for a period of time from being qualified to participate in any government suspended for a period of time from being qualified to participate in any government procuring activity in the event it violates any of the stated therein as required in the guidelines issued by the GPPB.	

Prospective bidder shall submit their duly accomplished forms as specified in the BDS in two (2) separate sealed envelopes to the BAC Chairman. The first envelope shall contain the technical component of the bid, which shall include a copy of the CRC. The second envelope shall contain the financial component of the bid. The Technical and Financial Documents must be paginated, bounded and Documentary Stamp is required on all documents with Notary Public and properly sealed. All bidders are invited to attend the Pre-Bid Conference as scheduled for new instructions. Contract will be awarded to the Lowest Calculated Responsive Bid as determined in the bid evaluation and post qualification.

Bid will be opened in the presence of the bidder's representatives who choose to attend the aforesaid address. Late bids shall not be accepted.

10. The DENR reserve the right to accept or reject any bid, to annul thw 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.

11. For further information, please refer to:

BAC Secretariat
 DENR-PENRO, San Isidro Village,
 Virac, Catanduanes

Approved:

MA. JULIET S. ARAOJO
 BAC Chairperson