



CSC-CO BIDS AND AWARDS COMMITTEE

CSC-ITB No. 2018-08
 (Rebidding-Rehab of CSC Façade Flooring)
 April 10, 2018

INVITATION TO BID (ITB)
(Method of Procurement: Public Bidding)

The Civil Service Commission (CSC), through its Bids and Awards Committee (BAC), invites again **interested bidders/suppliers/manufacturers/dealers/distributors** of tile products and services duly registered with the *Philippine Government Electronic Procurement System (PhilGEPS)* ([http:// www.philgeps.gov.ph](http://www.philgeps.gov.ph)) of the Department of Budget and Management (DBM), to bid through **public bidding** for the following project:

Title of Project	“Re-bidding on the Rehabilitation of CSC Façade Flooring, Chipping Works of Existing Ceramic Tiles and Supply, Delivery and Installation of Granite Slab at Ground Floor to Fourth Floor Lobby of the CSC Main Building”
Approved Budget for the Contract (ABC)	Php19,991,148.10 (Inclusive of govt. taxes)
Source of Fund	2017 & 2018 GAA

Specifications/ Requirements:

Item No.	Quantity/ Unit	Item Description	Total Approved Budget
1	1 Lot	<p>“Rehabilitation of CSC Façade Flooring, Chipping Works of Existing Ceramic Tiles and Supply, Delivery and Installation of Granite Slab at Ground Floor to Fourth Floor Lobby of the CSC Main Building”</p> <p><u>Scope of Works</u> <i>(The complete scope of works, specifications and requirements are included in the Terms of Reference (TOR)/ Manual of Bidding Documents)</i></p> <ul style="list-style-type: none"> ➤ Ocular Inspection; Rehabilitation of CSC Façade Flooring; Supply, Delivery and Installation of Granite Slabs; Removal of Existing 20x30cm Ceramic Tiles; Chipping of flooring; Removal of Paint on Façade Column; Safe Conduct of Work; Hauling of Materials/Debris; Tile Setting/Installation of Granite Slabs at the Lobby Flooring and Façade Column; and Cleaning ➤ Specifications: Provision for labor and materials, equipment, facilities, supervision and other items necessary for the completion of the project; Protection of all exposed structure adjacent to the area of work; 	<p>Php19,991,148.10 (Inclusive of govt. taxes/applicable charges)</p>

- **Materials:** Replacement of 20x30cm ceramic tiles and installation of granite slab on the column; Use of granite slab adhesive and should not be less than 20mm in thickness; and Water shall be fresh, clean and free from injurious amount of oil, acid, salt, alkali, organic matter and other unclean substances.
- **Workmanship:** All works shall be done employing the highest degree of workmanship as called for in this specifications and guaranteed to suit the standard Engineering practices.
- **Safety and Precautions:** The Contractor shall provide at all times safety measures, maintain the area free from debris, rubbish and any foreign matter to prevent blocking or clogging of floor drain and shall be liable for any loss or damage to the building.
- **Site Cleaning:** The Contractor shall at all times prevent the accumulation of waste materials or rubbish in the working area and remove from the site without expense to the Commission all temporary structures, surplus materials and rubbish of any sort and shall leave the whole area in good order and condition.
- **Delivery Period:** The winning bidder/supplier shall complete/accomplish the project **within one hundred five (105) calendar days** upon receipt of the approved NTP/Purchase Contract.
- **Other Specifications/Requirements:** Please refer to the TOR / Manual of Bidding Documents.

REMINDER: Bidders should refer to the Project's Technical Specifications (TS) and Supplemental Bid Bulletin (if any) for their technical specifications/bid proposal.
 The complete TS, instructions to bidders, invitation to bid, schedule of activities, ABC and sample bidding forms are included in the Manual of Bidding Documents which can be secured from the CSC-BAC Secretariat with a **non-refundable fee of Twenty Thousand Pesos (Php20,000.00).**

All particulars relative to the Eligibility, Technical and Financial Requirements/Bid Proposal Checking, Detailed Bid Evaluation, Post-Qualification/Evaluation and Award of Contract shall be governed by the pertinent provisions of the 2016 Revised Implementing Rules and Regulations (RIRR) of the R.A. 9184.

Eligibility documents of bidders shall be examined using "PASS/FAIL" criteria. Only the documents of bidders rated "Passed" for all the eligibility requirements shall be evaluated and if found compliant shall be declared Eligible Bidders. The technical and financial requirements shall likewise be examined using the Pass/Fail criteria. The technical and financial documents of the eligible bidder/s whose technical requirements was declared Passed during the preliminary examination shall be evaluated thereafter. The Lowest Calculated Bidder (LCB) shall be subjected to Post-Qualification/Evaluation. Bids equal to or lower than the ABC shall be evaluated based on their responsiveness with the CSC's requirements subject to Post-Qualification Evaluation before an award is made. Bids higher than the ABC shall be rejected and returned outright. Applications/proposals/bids submitted after the deadline and/or incomplete applications shall not be accepted.

The **Pre-Bid Conference** shall be conducted on **April 18, 2018 at 11:30 a.m.** at the 2nd Floor, CSC Resource Center Building, Civil Service Commission – Central Office, IBP Road, Constitution Hills, Quezon City.

Interested/prospective bidder/s whose business belongs to the industry covering the said procurement item may attend the Pre-bid Conference but shall first register/apply by **submitting a Letter of Intent (LOI) at least one (1) day before the Pre-bid Conference** to the CSC-BAC Secretariat with address and contact numbers indicated below. **Authorized representatives shall submit or bring with them written authority/certification as representative/s from their respective companies.**

Bidder/s may secure the Manual of Bidding Documents which contains the Technical specifications and other bidding requirements of the project from the CSC-BAC Secretariat during office hours upon payment of a **non-refundable amount of Twenty Thousand Pesos (Php20,000.00)** to be paid to the *CSC Cashier Unit* with office located at the Pamathalaan Park, CSC Compound, Constitution Hills, Quezon City. **Only the bidder/s who obtained the Manual of Bidding Documents shall be allowed to participate in the bidding.**

For the **Eligibility Checking and Bid Opening**, the eligibility, technical and financial requirements/bid proposals shall be dropped at the designated Bid Box for public bidding **on or before May 8, 2018 and shall be closed strictly at 10:00 a.m.** (*timepiece/ clock of OFAM-CSC*) located at the OFAM Room, CSC Resource Center Building, Civil Service Commission - Central Office, IBP Road, Constitution Hills, Quezon City and shall be opened on the same date for the **Eligibility Checking and Bid Opening**.

The eligibility, technical, and financial requirements must be sequentially compiled in accordance with the checklist of documents with index tabs and a table of contents for easy document browsing.

The following are the schedules of bidding activities for said project:

ACTIVITY	DATE / TIME	PLACE / VENUE
a. Invitation / Advertisement <i>[Advertisement/Posting in the newspaper, PhilGEPS and CSC websites, CSC Procurement Bulletin Board and conspicuous places in the CSC]</i>	<i>April 11 to May 8, 2018</i>	<i>Newspaper, PhilGEPS Website; CSC Website; and CSC Procurement Bulletin Board</i>
b. Registration of Bidders and Issuance of Manual Bidding Documents <i>to interested bidders</i>	<i>April 11 to May 8, 2018 (Up to the date of Bid Opening)</i>	<i>CSC-BAC / Secretariat Unit</i>
c. Pre-Bid Conference <i>(Discussion/clarification of the TS/TOR, bidding requirements and other details of the project)</i>	April 18, 2018 <i>at 11:30 a.m.</i>	<i>2nd Floor, CSC Resource Center Building, CSC-Central Office</i>
d. Deadline for Submission of Eligibility, Technical and Financial Requirements	May 8, 2018 <i>at 10:00 a.m.</i>	<i>2nd Floor, CSC Resource Center Building, CSC-Central Office</i>
e. Eligibility Checking <i>(Opening of envelopes containing eligibility and technical documents/requirements)</i>	May 8, 2018 <i>at 11:30 a.m.</i>	
f. Bid Opening <i>(Opening of envelopes containing of financial bid proposal/ requirements)</i>	May 8, 2018 <i>at 11:45 a.m.</i>	

The CSC reserves the right to reject any application for eligibility, or all bids for any reasonable and justifiable ground, waive any required formality therein, and to make an award to the bidder whose proposal is deemed most advantageous to the government.

Additional information shall be furnished upon request. All communications should be addressed to the undersigned through the CSC-BAC Secretariat.

(Signed)

ATTY. ARIEL G. RONQUILLO
CSC Assistant Commissioner
CSC BAC Chairman

CSC-BAC SECRETARIAT

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