



## CSC-CO BIDS AND AWARDS COMMITTEE

CSC-ITB No. 2016-03  
March 14, 2016

### INVITATION TO BID

1. The Civil Service Commission through the Bids and Awards Committee (BAC) intends to apply the sum of **Php32,000,000.00** being **the Approved Budget for the Contract (ABC)** to payments under the contract for the ***“Construction of Four (4)- Storey CSC-Cordillera Administrative Region (CAR) Learning and Development (L&D) Center Building, No. 116 Wagner Road, Military Cut-Off, Baguio City”***. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The Civil Service Commission now invites bidders/contractors to bid for the ***“Construction of Four (4)-Storey CSC-Cordillera Administrative Region (CAR) Learning and Development (L&D) Center Building, No. 116 Wagner Road, Military Cut-Off, Baguio City”***. Completion of the Works required is **240 calendar days**. Bidders should have at least completed a single contract that is 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/fail criterion as specified in the Revised Implementing Rules and Regulations (RIRR) of Republic Act 9184, otherwise known as the “Government Procurement Reform Act”.  
  
Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least seventy five percent (75%) interest or outstanding capital stock belonging to citizens of the Philippines.
4. Interested bidders may obtain further information from the CSC-Central Office BAC Secretariat Office and inspect the Bidding Documents at the address given below starting **March 16, 2016** from 8:00 a.m. to 5:00 p.m. Interested parties/suppliers shall register/apply first by submitting a Letter of Intent (LOI) to the CSC-BAC Secretariat with address and contact numbers indicated below. Authorized representatives shall submit or bring with them written authority/certification in representing their companies in the bidding.

5. A complete set of Manual Bidding Documents may be purchased by interested Bidders at the CSC-BAC Secretariat in the address below and upon payment of a non-refundable fee for the Bidding Documents in the amount of **Php25,000.00**. **Interested parties/suppliers may contact the CSC-BAC Secretariat at least two (2) days in advance to ensure the availability of the Manual of Bidding Documents.**
6. The Civil Service Commission through the Bids and Awards Committee will hold a **Pre-Bid Conference on March 30, 2016, at 10:00 a.m.** at the OFAM Conference Room, CSC Central Office, Constitution Hills, Quezon City which shall be open to parties who purchased the bidding documents. **As an internal CSC-BAC policy, only those who purchased the Manual of Bidding Documents shall be allowed to join in the Pre-Bid Conference and in the bidding activities.**
7. **Bids must be delivered on or before April 13, 2016 at 10:00 a.m.** at the designated Bid Box for Public Bidding located at the OFAM Room, Basement, CSC Mainbuilding, CSC Central Office, Quezon City. All bids must be accompanied by a Bid Securing Declaration or a bid security in any of the acceptable forms and amount as stated in ITB Clause 18.1 of the Bidding Documents. 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. For further information, please refer to:  
  

**Mr. SAM V. MANGLICMOT**  
Head, CSC-CO BAC Secretariat  
Office for Financial and Assets Management  
CSC Central Office, Quezon City  
Tel. Nos. 931-7984; 931-7990
9. The Civil Service Commission 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.

(Signed)

**ATTY. DAVID E CABANAG, JR**  
CSC Assistant Commissioner  
CSC-CO BAC Chairman