



Republic of the Philippines
METALS INDUSTRY RESEARCH AND DEVELOPMENT CENTER
Gen. Santos Avenue, Bicutan, Taguig City
Tel. nos. 837-0431 to 38; Fax: 837-0430
TIN# 000-284-708

MBO/

PURCHASE ORDER

Supplier: EXCELLENT GENERAL SERVICES INC	P.O. No.: 22-01-0012
Address:	Date: 13-Jan-22
Tel No.: 28 Evangeline Reyes Street BF Resort Village, Talon II Las Pinas City	P.R. No.: 22010001
TIN : 220-845-408-000	Date: 17-Sep-21

Gentlemen:

Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery: MIRDC REGULAR BUDGET 2022 / Janitorial Services	Delivery Term: as scheduled / CY 2022
Date of Delivery: as scheduled / CY 2022	Payment Term: Progress Billing
Mode of Procurement: Public Bidding	VAT INCLUSIVE

Item No.	Unit	Description	Quantity	Unit Cost	Amount
1	lot	PROCUREMENT OF JANITORIAL SERVICES FOR THE CENTER (CY 2022)	1	1,588,024.80	1,588,024.80
<p>Scope of works:</p> <p>1. The CONTRACTOR shall render, undertake, and perform janitorial, and sanitation services in all MIRDC's offices and premises;</p> <p>a. Daily and Routine Services</p> <p>i. Cleaning, sanitizing and disinfecting of toilets and wash rooms, door knobs and other commonly touched objects / surfaces to prevent the spread of germs/bacteria/viruses as compliance to the DOH's workplace guidelines.</p> <p>ii. Sweeping, mopping, spot scrubbing and polishing of all floors, common areas, i.e., main lobby entrance, comfort rooms, waiting areas, etc. These shall be serviced continuously during working hours to guarantee cleanliness;</p> <p>iii. Dusting and cleaning of horizontal and vertical surfaces including all furniture;</p> <p>iv. Dusting and cleaning of all glass tops, windows, window ledges, air vents and partitions;</p> <p>v. Emptying and cleaning of waste cans/trash receptacles;</p> <p>vi. Disposal of trash within the confines of the building to the receptacles provided for this purpose;</p> <p>vii. Sweeping of cobwebs and removing visible marks on walls and ceilings;</p> <p>viii. Vacuum cleaning of all rugs and carpets;</p> <p>ix. Cleaning of driveways, roads, lawn, landscape area, garden, parking areas, gazebos and concrete pavement. Spot sweeping of these areas as often as necessary to prevent unsightly accumulation of dirt;</p> <p>x. Checking of water faucets, water apparatus, lighting fixtures electricity, windows and doors at the close of business hours;</p> <p>xi. Others as required and necessary.</p> <p>b. Weekly Routine Services</p> <p>i. Thorough washing, scrubbing and stripping of old wax on all floors and stairways;</p> <p>ii. Refinishing, waxing and polishing of all floor stairways;</p> <p>iii. Dusting of lighting fixtures suspended from the ceiling, venetian blinds and drapes;</p> <p>iv. Cleaning, waxing and polishing of ground signage, office furniture, fixtures and counters except equipment requiring special maintenance;</p> <p>v. Vacuum cleaning of draperies, rugs and carpets;</p> <p>vi. Thorough scrubbing and sanitizing of toilets and washrooms;</p> <p>vii. Cleaning and disposal of leaves at the gutter of covered walkway and parking.</p> <p>viii. Mowing of lawns and disposal of weeds /leaves.</p> <p>ix. Replanting and application of fertilizers whenever and wherever necessary;</p> <p>c. Monthly Services</p> <p>i. Thorough general cleaning of all areas;</p> <p>ii. Shampooing of carpets/drapes and fixtures in fabric as required by the client;</p>					

(Total Amount in Words)

Page 1 of 4

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed.

Conforme:

GINA O. RAMOS

Signature over Printed Name of Supplier

Date

Funds Available:

JOHNNY G. QUINGCO

Accountant IV

Chief Accountant

Very truly yours,

ROBERT O. DIZON
Executive Director

Authorized Official

ALOB No. Upon Billing
Amount:

P.O. No. 22-01-0012



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iii. Inspection and cleaning of walkway roof gutters including reporting of damage for immediate repair;

iv. Other services that may be assigned from time to time;

d. Miscellaneous Services

i. Carrying or hauling of furniture and fixtures, supplies and/or records;

ii. Assist in the transfer of tables, chairs, cabinets, counters, etc.;

iii. Report all defects, electrical malfunction and other which require attention of client;

e. Ground Maintenance

Daily Activities

i. Prepare and check every morning if all garden tools and equipment are available and ready for use;

ii. Scrutinize all plants which shall be done first to avoid repetition of work;

iii. Dispose dry leaves, grass and other shrubs to maintain the cleanliness of the garden and surroundings;

iv. Water all the plants evenly by using a sprinkler;

v. Trimming of trees, plants and grass when it reaches beyond growth schedule;

vi. Cultivate garden soil and pulling of weeds;

vii. Waste collection and adaina.

Following are the list of tools, equipment, and materials to be provided by the CONTRACTOR:

MONTHLY SUPPLIES	
ITEM/DESCRIPTION	QUANTITY
1. Liquid Wax – Emulsion Wax	3 gals
2. Mop Head	5 Pcs
3. Round Rags	1 Bundle
4. Liquid Hand Soap	2 Gals
5. Plastic Trash Bags (size: 37" x 40")	1 Bundle
6. Plastic Trash Bags (Size: 19" x 21")	2 Packs
7. Disinfectant Spray	2 Gals
8. Scrubbing Pad	8 Pcs
9. Deodorant Cake	25 pcs
10. Furniture Polish	2 Ltrs
11. Powder Soap	6 kilos
12. Dirt and Stain Remover 250g/can	1 can
13. Liquid Fabric Conditioner	1 gal
14. Liquid Bleach	2 gals

(Total Amount in Words)

Page 2 of 4

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed.

Conforme:

GINA D. RAMOS

Signature over Printed Name of Supplier

Date

Very truly yours,

ROBERT O. DIZON

Executive Director

Authorized Official

Funds Available:

JOHNNY G. QUINGCO

Accountant IV

Chief Accountant

ALOB No. Upon Billing
Amount:P.O. No. **22-01-0012**



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SEMI-ANNUAL SUPPLIES	
ITEM/DESCRIPTION	QUANTITY
1. Bottled water spray gun (500ml)	4 pcs
2. Glass Cleaner	4 Gal
3. Liquid Toilet Bowl Cleaner	7 Gals
4. Air Freshener	5 Gals
5. Wax Stripper	1 gal
6. Plastic Dustpan	3 pcs
7. Mop Handle	3 pcs
8. Ceiling Broom	4 pcs
9. Soft Broom	4 pcs
10. Push Broom	1 pc
11. Toilet Bowl Brush	5 pcs
12. Toilet Bowl Pump	2 pcs
13. Broomstick	5 pcs
14. Rubberized Doormat	4 pcs
15. Doormat cloth	4 pcs
16. Polishing Pad	1 pc
17. Stripping Pad	1 pc
18. Toilet paper 2ply (24 rolls)	1 bundle
19. Water Pails Container	2 pcs
20. 3mm Dia. Nylon Cord (tansi)	2 rolls
21. Long Rubber Gloves	12 pairs
EQUIPMENT/TOOLS FOR BUILDINGS	
ITEM/DESCRIPTION	QUANTITY
1. Bundy Clock at the Gold Bldg.	1 unit
2. Floor Polisher	3 units
3. Mop Squeezer	3 units
4. Extension Cord heavy duty (50m)	3 sets
5. Aluminum ladder 6ft	2 units
6. Vacuum Cleaner wet and dry	1 unit
7. Wiper (Glass Squeegee)	4 pcs
8. Warning signage (e.g. Wet Floor)	4 pcs
9. Pushcart	2 units

(Total Amount in Words)

Page 3 of 4

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed.

Conforme:

Gina P. Ramos
GINA P. RAMOS

Signature over Printed Name of Supplier

Date

Funds Available:

JOHNNY G. QUINGCO

Accountant IV

Chief Accountant

Very truly yours,

ROBERT O. DIZON

Executive Director

Authorized Official

ALOBS No. Upon Billing
Amount:

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Procurement:		VAT INCLUSIVE			
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Page 4 of 4

(Total Amount in Words) Eighty Eight Thousand Seven Hundred Seventy Three Pesos and Twenty Five Centavos Only **=P= 1,488,773.25**

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed.

Conforme:

Gina O. Ramos
Gina O. Ramos

Signature over Printed Name of Supplier

Date

Funds Available:

JOHNNY G. QUINGCO

Accountant IV

Chief Accountant

Very truly yours,

ROBERT O. DIZON
Executive Director

Authorized Official

ALOB No.

Amount:

Upon Billing

P.O. No. **22-01-0012**

Contract Agreement Form

THIS AGREEMENT made this 5th day of January 2022 between **METALS INDUSTRY RESEARCH AND DEVELOPMENT CENTER** of the Philippines (hereinafter called "the Entity") of the one part and **EXCELLENT GENERAL SERVICES INC.** of Las Piñas City, Philippines (hereinafter called "the Supplier") of the other part;

WHEREAS, the Entity invited Bids for certain goods and ancillary services, particularly **Procurement of One Lot Janitorial Services for the Center CY 2022** and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of One Million Five Hundred Eighty Eight Thousand Twenty Four Pesos and Eighty Centavos only (Php1,588,024.80), (hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

I. GENERAL CONDITIONS

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents as required by the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be read and construed as integral part of this Agreement, viz.:
 - i. Philippine Bidding Documents (PBDs);
 - i. Schedule of Requirements;
 - ii. Technical Specifications;
 - iii. General and Special Conditions of Contract; and
 - iv. Supplemental or Bid Bulletins, if any
 - ii. Winning bidder's bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;

Bid form, including all the documents/statements contained in the Bidder's bidding envelopes, as annexes, and all other documents submitted (e.g., Bidder's response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity's bid evaluation;
 - iii. Performance Security;
 - iv. Notice of Award of Contract; and the Bidder's conforme thereto; and
 - v. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. Winning bidder agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after the contract execution, such as the Notice to Proceed, Variation Orders, and Warranty Security, shall likewise form part of the Contract.
3. In consideration for the sum of One Million Five Hundred Eighty Eight Thousand Twenty Four Pesos and Eighty Centavos only (Php1,588,024.80), or such other sums as may be

ascertained, Excellent General Services Inc. agrees to deliver the Janitorial Services CY 2022 in accordance with his/her/its Bid.

4. The Metals Industry Research and Development Center agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

II. OTHER CONDITIONS

- A. There shall be NO EMPLOYER-EMPLOYEE relationship between the **CLIENT** and the **CONTRACTOR** as well as the person/s that the **CONTRACTOR** may assign to perform the service subject of this Contract. The **CONTRACTOR** hereby acknowledges that no authority has been conferred upon it by the **CLIENT** to hire any person/s to be assigned by the **CONTRACTOR** to perform the services called for under this Contract. It is expressly understood and agreed that the person/s to be assigned by the **CONTRACTOR** are not employees of the **CLIENT**. As such, the **CONTRACTOR** warrants that it shall fully and faithfully comply with all the laws, rules and regulations pertaining to the employment of labor now existing or which may hereinafter be enacted, including but not limited to the requirements of the Labor Code, as amended, and the SSS Act.

The **CONTRACTOR** shall regularly furnish **CLIENT** a certification that the former has paid all the SSS, Philhealth, Income Tax, Five (5) days Incentive Leave With pay, 13th month pay and PAG-IBIG of its janitors/janitress, supported by copies of the remittances, on the following schedule:

- First quarter: 1 st Week of April
- Second quarter: 1 st Week of July
- Third quarter : 1st Week of October
- Fourth quarter: 1 st Week of the following year

The **CONTRACTOR** hereby warrants to hold the **CLIENT** free and harmless from any liability arising of out any accident that may befall the **CONTRACTOR**'s employees while in the performance of their duties at the **CLIENT**'s premises as well as for any labor claim the **CONTRACTOR**'s employees may file against the **CLIENT**.

- B. The **CONTRACTOR** hereby warrants to make available at all times relievers and/or replacements to ensure continuous and uninterrupted services in case of absences and to exercise the necessary supervision over the work of the **CONTRACTOR**'s personnel.
- C. That the **CLIENT** reserves the right to reduce or increase the number of janitors/janitress and maintenance personnel or replace all, some or any particular janitorial and maintenance personnel, as the exigencies of its operation may require, such reduction, increase or replacement to become effective twenty-four (24) hours after notice thereof is given by the **CLIENT** to the **CONTRACTOR**, (in which case corresponding proportionate adjustment shall be made, (in case of reduction or increase in the number of janitors/janitress and maintenance Personnel).
- D. The persons to be assigned by the **CONTRACTOR** to perform the services subject to this Contract shall be provided with adequate uniforms and appropriate Identification Cards at the expense of the **CONTRACTOR** which shall be worn by the janitors at all times for proper identification. They shall be thoroughly screened by the **CONTRACTOR** prior to

employment and will be required to present favorable Police Clearance and Medical Certificates attesting to their physical fitness for the work involved.

- E. The **CONTRACTOR** shall answer directly to the **CLIENT** for the cost of any damage to or loss of the **CLIENT**'s property, or to those for which the **CONTRACTOR** may be held responsible, through the negligence or dishonesty of the janitors of the **CONTRACTORS** while in the course of their duties. In this connection, the janitors assigned to perform the service provided in this contract shall submit themselves to be searched by the security guards of the **CLIENT** if leaving the premises.
- F. All supplies, materials and equipment brought to the Center must be checked by the Storekeeper/Property Custodian in charge of office supplies in the presence of a representative of the Chief, General Services Section, Finance and Administrative Division before they are turned over to the janitors for their use.
- G. All supplies, materials and equipment taken out from the MIRDC premises must be covered by the Property Gate Pass properly approved by the Chief of the Finance and Administrative Division and endorsed by the Chief of the General Services Section.
- H. In consideration of the payments to be made by the Entity to the **CONTRACTOR** as hereinafter mentioned, the **CONTRACTOR** hereby covenants with the Entity to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract
- I. The Entity hereby covenants to pay the **CONTRACTOR** in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the time and in the manner prescribed by the contract.
- J. In case the labor cost increases subsequent to the execution of this contract based on new laws, executive order or wage order for wage increase, the **CONTRACTOR** shall be entitled to an adjustment of the stipulated contract price. Said adjustment shall be limited to the amount stipulated in the said new law, executive order or wage order. However, any deficiency in funding requirements shall be subject to availability of funds, as requested by **CLIENT** from the Department of Budget and Management (DBM) for the latter's allocation and release for implementation.
- K. The **CONTRACTOR** shall send a Statement of Account to the **CLIENT** with an ORIGINAL INVOICE received and acknowledged by the Chief, Finance and Administrative Division or her authorized representative.
- L. The amount corresponding to the number of days when the janitors are absent without replacement, shall be deducted from the amount of the bill submitted by the **CONTRACTOR**
- M. The payment of this contract shall be subject to the usual accounting and auditing rules and regulations of the **CLIENT** and regulations and availability of **CLIENT**'s funds.
- N. For violation of any provision of this Contract by the **CONTRACTOR**, the **CLIENT** shall have the right to collect from the offending party reasonable amount of damages and attorney's fees in addition to cost legally taxable.

III. EFFECTIVITY, DURATION AND TERMINATION:

- A. This Contract shall take effect upon approval by the HOPE and shall remain valid and in force until 31 December 2022 unless sooner terminated for any of the following grounds:
1. False statement or misrepresentation in the warranties indicated herein and in the submission of bid and awards documents;
 2. Acts and omissions on the part of **CONTRACTOR** resulting in injury, damage, loss or destruction of property of ENTITY and/or agencies and failure to restitute, replace or pay for the same;
 3. Failure of the **CONTRACTOR** to discipline or replace any janitorial/maintenance personnel which is found wanting in qualification, competency, honesty or integrity, or for any reasonable cause. Failure on the part of the **CONTRACTOR** to take appropriate action thereon within twenty-four (24) hours from receipt of formal advice or request for replacement from **CLIENT** shall be considered a cause for the pretermination of the contract.
 4. Violation of existing labor, social security, workmen's compensation and other rules as provided by existing laws and regulations related thereto; and Non-payment of stipulated contract price.

- B. The party opting to terminate the Contract before its expiration date, shall serve the other party its intention of such termination, in writing and at least fifteen (15) days before the effectivity thereof.

In the event that this Contract is pre-terminated for causes as herein provided, or the expiration thereof, **CONTRACTOR** shall cause the vacation of all premises of ENTITY and specified agencies within twenty-four (24) hours from the effectivity of said termination. Thereafter, the presence of any personnel of **CONTRACTOR** in said premises shall be prosecuted accordingly.

- C. The **CONTRACTOR** shall remain in operation on a month-to-month basis until the proper assumption or transition of duties to the new contract awardee. The extension of contract will be in accordance with the Appendix 24 of the Implementing Rules and Regulations of RA 9184 entitled " revised Guidelines on the Extension of Contract for General Support Services.
- D. Nothing in this Agreement shall preclude ENTITY from taking other actions to assert its rights under the Contract and/or bringing suit for damages in appropriate circumstances in a court of competent jurisdiction. However, any dispute or differences that may arise in the implementation of this contract shall be first resolved amicably or subject for arbitration in accordance with the provision of Republic Act of 9285, otherwise known as the "Alternative Dispute Resolution Act of 2004". During the pendency of any such dispute, the **CONTRACTOR** shall proceed diligently with the performance of its obligations and undertakings under this Contract as directed by DOST-MIRDC.

IV. VENUE AND JURISDICTION

Violations or any interpretation of the provisions of this contract shall be brought exclusively to the proper Regional Trial Court of the City of Taguig and no other courts. The venue of litigations or court actions pertaining to this contract and other related issues shall be brought exclusively to the proper Regional Trial Court of the City of Taguig and to no other courts.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of the Republic of the Philippines on the day and year first above written.

Signed, sealed, and delivered by *ROBERT O. DIZON* the *Executive Director* for the *Metals Industry Research and Development Center*.


Signed, sealed, and delivered by **GINA O. RAMOS**, the President and General Manager for the **EXCELLENT GENERAL SERVICES INC.**


Binding Signature of Procuring Entity:


ROBERT O. DIZON
Executive Director


NESTOR O. COLIBAO JR.
Witness

Binding Signature of CONTRACTOR:


GINA O. RAMOS
President and General Manager


MARY ANN M. GAJOTAN
Witness

Certified Funds Available


JOHNNY G. QUINGCO
Accountant IV

ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES)
CITY OF LAS PIÑAS CITY) S.S.

Before me, a Notary Public for and in the LAS PIÑAS CITY this
JAN 14 2022 2022, personally appeared:

NAME	I.D. NO.	DATE/PLACE ISSUED
Robert O. Dizon	Passport P4453911B	Jan.20, 2020/ DFA / NCR EAST
Gina O. Ramos	SSS03- 8500564-9	Las Piñas

all known to me to be the same persons who executed the foregoing instrument and they acknowledged to me that the same is their free act and deed as well as of the principal they represent.

This instrument refers to **CONTRACTOR's** Agreement consisting of three (3) pages, including this page in which the Acknowledgment is written, signed by the parties and their witnesses on each and every page and sealed with my notarial seal.

WITNESS MY HAND AND SEAL on the date and place above written.

Doc No. 25 ;
Page No. 6 ;
Page No. 14 ;
Series of 2022.

ATTY. HERMINO T. UBANA, SR.
Notary Public for Las Piñas City Until December 31, 2022
PTR No. 6111242, 01-04-2021, Las Piñas City
IBP No. 131279, 11-25-20, Pasig City
MCLE Compliance No. VI-002156, 04-04-2019
No. 45 Malawin St., Ph. IV-C, Mela Subd.
Pamplona III, 1740 Las Piñas City
Tel. No. 8874-6068 / Cell: 0917-816-6149



Republic of the Philippines
DEPARTMENT OF SCIENCE AND TECHNOLOGY
METALS INDUSTRY RESEARCH AND DEVELOPMENT CENTER

NOTICE TO PROCEED

January 5, 2022

GINA O. RAMOS
President and General Manager
EXCELLENT GENERAL SERVICES, INC.
28 Evangeline Reyes Street
BF Resort Village, Talon II
Las Piñas City

Dear Ms. Ramos:

The attached Contract Agreement having been approved, notice is hereby given to **EXCELLENT GENERAL SERVICES, INC.** that work may proceed on the project for the **PROCUREMENT OF JANITORIAL SERVICES FOR THE CENTER CY 2022** effective after Three (3) calendar days from receipt of this Notice to Proceed. Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to Metals Industry Research and Development Center.

Very truly yours,


ROBERTO O. DIZON
Executive Director

I acknowledge receipt of this Notice on JANUARY 07, 2022 (date of receipt)

Name of Bidder's Representative: GINA O. RAMOS

Authorized Signature: 

Metals Industry Research and Development Center
IN REPLYING, PLEASE CITE:



OC-22-0105-01



Republic of the Philippines
DEPARTMENT OF SCIENCE AND TECHNOLOGY
METALS INDUSTRY RESEARCH AND DEVELOPMENT CENTER

NOTICE OF AWARD

January 4, 2022

GINA O. RAMOS
President and General Manager
EXCELLENT GENERAL SERVICES, INC.
28 Evangeline Reyes Street
BF Resort Village, Talon II
Las Piñas City

Dear Ms. Ramos:

You are advised that the Purchase Order for the **PROCUREMENT OF JANITORIAL SERVICES FOR THE CENTER CY 2022** of the Metals Industry Research and Development Center has been awarded to your firm in the amount of One Million Five Hundred Eighty Eight Thousand Twenty Four Pesos and Eighty Centavos only (**Php1,588,024.80**), subject to the approval of the concerned authorities.

You are therefore requested to accept the award in writing within ten (10) calendar days from receipt hereof and post a performance security according to the following schedule:

- a. Cash, Manager's check or Cashier's check – 5% of the total contract price;
- b. Bank Guarantee/ Draft/ Irrevocable Letter of Credit – 5% of the total contract price;
- c. Surety Bond, callable on demand, valid for one year, issued by the Office of the Insurance Commissioner, or any combination thereof – 30% of the total contract price.

Thank you.

Very truly yours,

Metals Industry Research and Development Center
IN REPLYING, PLEASE CHECK



00-22-0105-02

ROBERT O. DIZON
Executive Director

[Signature]
Received by 1/7/2022

**BAC RESOLUTION DECLARING NOTICE OF AWARD AND
RECOMMENDING FOR APPROVAL**

R E S O L U T I O N N O. 2022-001

**Project: PROCUREMENT OF JANITORIAL SERVICES FOR THE CENTER CY
2022**

Approved Budget for the Contract (ABC): Php1,593,615.73

Pre-procurement Conference: Oct. 5, 2021; 9:30AM

Pre-bid Conference: Oct. 20, 2021; 9:30AM

Opening of Bids: Nov. 4, 2021; 1:30 PM

Whereas, the **Metals Industry Research and Development Center (MIRDC)** posted the Invitation to Bid for the above project on Oct. 13, 2021 in the Philippine Government Electronic Procurement System (PhilGEPS), Metals Industry Research and Development Center (MIRDC) website, social media platform, and conspicuous places at the premises of the DOST Bicutan, Taguig City continuously for 21 days;

Whereas, a pre-bid conference was conducted on Oct. 20,2021; 9:30 am and attended by the following bidders: Excellent General Services Inc., CBII International Inc., Triple7 Manpower, Starcom Manpower and Allied Services Inc., CS Manpower Services Inc., Cancu Entrerprises and Genreal Services and TDEVS Manpower Services.;

Whereas, in response to the said invitation, Excellent General Services, Inc. and CBII Phils. International signified their intention to join the bidding and subsequently purchased the bidding documents;

Whereas, Only Excellent General Services, Inc. submitted its bid during the Bid opening at 1:30 pm. on Nov. 4, 2021 at the Mercury Conference Room, 3rd Floor, Gold Building, MIRDC Compound, Gen. Santos Ave., Bicutan, Taguig City;

Whereas, Excellent General Services, Inc. was able to comply with the technical / eligibility requirements, hence, their financial proposal was opened and read, to wit:

Bidder	Amount of Bid as Read
Excellent General Services, Inc.	Php1,588,024.80

Whereas, TWG evaluated the bid offer of Excellent General Services, Inc. and ascertain the completeness and arithmetical correctness of their bid;

Whereas, Excellent General Services, Inc. being the single calculated bid was scheduled for post-qualification;

Whereas, after verifying, validating and ascertaining its documents, Excellent General Services, Inc. passed all the criteria for post-qualification;

Whereas, Sec 36 (a) of the 2016 Revised Implementing Rules and Regulations of RA 9184 states:

"A Single Calculated and Responsive Bid (SCRB) shall be considered for award if...


(a) "If after advertisement, only one prospective bidder applies for eligibility check, in accordance with the provisions of this IRR, and it meets the eligibility requirements or criteria, after which it submits a bid which is found to be responsive to the bidding requirements;"

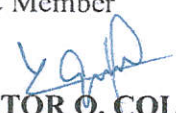
RESOLVED, as it is hereby resolved, pursuant to Section 53 of R.A. 9184, to declare EXCELLENT GENERAL SERVICES INC. as the Single Calculated and Responsive Bidder and to recommend the award of contract to said bidder at its submitted/ calculated bid price.

SIGNED in Bicutan, Taguig City this 10th of December 2021.

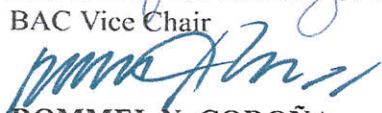

MERCEDITA G. ABUTAL
BAC Chair


GINA A. CATALAN
BAC Member


ISIDRO D. MILLO
BAC Member


NESTOR Q. COLIBAO Jr.
TWG Member


ATTY. TRIXIE HAZEL C. VELUZ
BAC Vice Chair


ROMMEL N. CORONA
BAC Member


ERIC C. CALANNO
TWG Member

Approved (☒) / Disapproved (☐)


ROBERT O. DIZON
Executive Director

Approved on 12/14/21