



CONSULATE GENERAL OF THE REPUBLIC OF THE PHILIPPINES
CONSOLATO GENERALE DELLA REPUBBLICA DELLE FILIPPINE
MILAN

NOTICE OF CONDUCT OF NEGOTIATED PROCUREMENT UNDER SECTION 53.1 (TWO FAILED BIDDINGS) FOR THE PROCUREMENT OF JANITORIAL SERVICES OF THE CONSULATE AT VIALE STELVIO 71

1. The Philippine Consulate General (PCG) in Milan, through its Bids and Awards Committee, will conduct negotiated procurement, after two consecutive failed biddings, pursuant to Section 53.1 of the revised Implementing Rules and Regulations of Republic Act No. 9184, for the Procurement of Security Services of the Consulate located at Viale Stelvio 71 with an Approved Budget for the Contract (ABC) of Four Million Six Hundred Fifty Eight Thousand Three Hundred Ninety Seven Pesos and Thirty Three Centavos (**PhP4,658,397.33**) only or Seventy Eight Thousand Eight Hundred Seven Euros and Forty Seven Cents (**€78, 807.47**); only.
2. Interested/invited bidders may submit their offers for negotiation to the Bids and Awards Committee Secretariat at Philippine Consulate General, Viale Stelvio 71, 20159 Milan, Italy, on or before **14 March 2019, at 12:00noon**. No submissions shall be accepted after this hour. Offers should, in no case, exceed the ABC of Four Million Six Hundred Fifty Eight Thousand Three Hundred Ninety Seven Pesos and Thirty Three Centavos Centavos for the project. Individual negotiations with the participating bidders will commence on the same date, at 1pm, in the order of their submissions.
3. After the initial negotiations, the interested/invited bidders shall submit their Best and Final Offer to the Bids and Awards Committee Secretariat at Philippine Consulate General, Viale Stelvio 71, 20159 Milan, Italy, on or before **15 March 2019, at 12:00noon**. No submissions shall be accepted after this hour.
4. The Terms of Reference for the procurement contract are attached under **Annex "A"**.
5. The successful offer shall be selected on the basis of the compliance with the Terms of Reference and the best and final offer.
6. The Philippine Consulate General (PCG) reserves the right to accept or reject any offer, to annul the negotiation process, and to reject all offers at any time prior to contract award, without incurring any liability to the affected participants.
7. For further information, please refer to:
PCG BAC Secretariat
Philippine Consulate General
Viale Stelvio 71, 20159, Milan, Italy
Tel. No. (+39) 02-6682-5232
Email address: philcongenmilan@gmail.com


FLAUREEN DACANAY
BAC Chairperson

07 March 2019, Milan, Italy

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Annex A

CHARGES

LOCATION	DEPLOYMENT	PERIOD
Consulate General of the Republic of the Philippines Viale Stelvio 71 – Via Bernina 18, 20159 Milan, Italy	Cleaners – (Two cleaner to render services from 10am – 2pm and 2pm – 6pm.)	1 year (07 March 2019 – 06 March 2020)

FINANCIAL EFFECTS

RATES

1 Cleaner	= € _____ / - per 4 hours, 5 days a week duty (all inclusive)
1 Cleaner	= € _____ / - per 4 hours, 5 days a week duty (all inclusive)

Grand Total

2 Cleaner	= € _____ / (all inclusive)
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Note:

The attached Annexes A is an integral part of this document.

Bidder must state compliance to each of the provisions in the Terms of Reference/Technical Specifications, as well as to the Schedule to Requirements. The STATEMENT OF COMPLIANCE must be signed by the authorized representative of the Bidder, with proof of authority to sign and submit the bid for and in behalf of the Bidder concerned. If the Bidder is a joint venture, the representative must have authority to sign for and in behalf of the partners to the joint venture.

Conforme:

[Signature/s]

[Name of Bidder's Authorized Representative/s]

[Position]

[Date]

Technical Specifications

Item	Specification	Statement of Compliance
1.	The contractor shall be a corporation or company duly organized and existing under Italian laws.	
2.	The contractor must be capable of rendering janitorial services to the whole premises of the Consulate General of the Republic of the Philippine including offices, the Consular Section, and other areas in the Consulate, inside and outside area of perimeter wall.	
3.	The contractor shall render no less than six hours of janitorial service five days a week	
4	The contractor shall provide the Consulate with qualified, janitors with valid work permits and: <ul style="list-style-type: none"> a. Must be well-trained, courteous, hardworking and cooperative. b. Physically and mentally fit and possess good moral character. 	
5.	The contractor shall provide their personnel with necessary cleaning materials and cleaning equipment.	
6.	The contractor shall make available, at its own expense, relievers who are ready to take over the duty schedules of those regularly assigned janitors who either report late or are absent for the day.	
7.	The contractor shall guarantee that all janitors deployed in the Consulate for the duration of the contract are regular workers of the company who receive at least the minimum wage, including holiday pay for special and public holidays, as well as other benefits mandated by law.	
8.	The contractor shall guarantee that it shall not subcontract, assign or transfer any and all of its rights and obligations under the services contract to any third party without the prior written consent of the Consulate. Failure on the part of the contractor to observe this condition shall be considered as sufficient ground for the Consulate to pre-terminate the contract.	
9.	The janitorial service agency must provide a report on the monthly record of the cleaner. The cleaner's daily time records shall also form part of the requirements for payment of the monthly billings.	

SPECIFICHE TECNICHE

Punto	Specifica	Dichiarazione di conformità
1	Il fornitore sarà un'azienda debitamente organizzata ed esistente secondo le leggi italiane.	
2	Il fornitore dovrà essere in grado di fornire servizi di pulizia in tutta le sede del Consolato Generale della Repubblica delle Filippine incluso gli uffici, la Sezione Consolare e le altre aree nel Consolato, all'nterno e all'esterno delle mura perimetrali.	
3	Il fornitore fornirà non meno di sei ore di servizi di pulizia per cinque giorni alla settimana.	
4	Il fornitore fornirà al Consolato personale abilitato con valido permesso di lavoro, e: a. qualificato, cortese, laborioso e collaborativo b. mentalmente e fisicamente in forma e in possesso di una buona condotta morale.	
5	Il fornitore fornirà al proprio personale il materiale e l'attrezzatura per le pulizie.	
6	Nel caso di ritardi o assenze del proprio personale, il fornitore, a proprie spese, metterà a disposizione altri addetti alle pulizie per la sostituzione.	
7	Il fornitore garantirà che tutto il personale impiegato presso il Consolato per la durata del contratto sia costituito da lavoratori regolari dell'azienda che ricevono almeno la paga minima, incluso le ferie retribuite e altre indennità previste dalla legge.	
8	Il fornitore garantirà che non subappalterà, assegnerà o trasferirà nessuno dei suoi diritti e doveri stabiliti dal contratto a nessuna parte terza senza il previo consenso del Consolato. La mancata osservanza di questa condizione sarà considerata come condizione sufficiente per terminare il contratto anticipatamente da parte del Consolato.	
9	Il fornitore deve presentare un rapporto sui proprii dipendenti. Il cartellino degli orari formerà parte dei requisiti per il pagamento delle fatture mensili.	